

*Alabama Commission on Higher Education
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A C H E

**ALABAMA COMMISSION ON
HIGHER EDUCATION**

COMMITTEE MEETINGS

**September 20, 2007
2:00 p.m.**

COMMISSION MEETING

**September 21, 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

September 21, 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 June 22, 2007.....1
- V. Chairman's Report
- VI. Executive Director's Report
- VII. Institutional Accountability Reports on Progress Toward Goals Identified in the State Plan
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 - B. Auburn University at Montgomery - **Guest Presenter: Dr. John G. Veres, III, Chancellor**
 - C. University of North Alabama - **Guest Presenter: Dr. William Cale, Jr., President**
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ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

June 22, 2007

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 22, 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.

Mr. Bradley Byrne, Chancellor, Department of Postsecondary Education was asked to comment by Chairman Brooks. The Chancellor stated that the work of the Commission can only work if all of higher education understands that there is a common goal to serve the people of Alabama in every part of the state. He assured the Commission that the Department of Postsecondary Education will cooperate with ACHE in every way possible. The Chancellor thanked the members of the Commission for the opportunity to speak.

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, Missy Smith, Ron Wise, William Powell, 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 with one correction to Information Item B-page 100 instead of page 101. Commissioner Shaw seconded. The agenda was approved with one correction.

IV. Consideration of Minutes

RESOLVED: Commissioner Davis moved for the approval of the February 6, 2007 and March 2, 2007 Minutes. Commissioner McDougald seconded. The minutes were approved.

V. Chairman's Report

Commissioner Brooks thanked the staff, members of the Commission, and guest presenters for the information and significant discussions provided at the Committee of the Whole meeting. He stated that all members of the Commission, though they may disagree, are interested in making positive decisions that affect education in Alabama.

On behalf of the Commission on Higher Education, Commissioner Brooks presented a Resolution of Appreciation to Commissioner Johnnie McDougald. Commissioner McDougald thanked the Governor and the Commission for the opportunity to serve. She then introduced her family members in attendance.

VI. Executive Director's Report

Dr. Fitch reported that the ACHE personnel manual has been completed and will be distributed to Commission members.

VII. Discussion Items

A. 2007 Regular Legislative Session Update

Ms. Susan Cagle reported on the 2007 legislative session. The report included a detailed analysis of the FY 2007-08 ETF Bill, the ACHE FY 2008 Budget, and the Capital Bond Issue Bill. She stated that the ACHE budget was exceptionally good since most of the line items included increases. ACHE will be working with the State Board of Education to administer funds for a new program, the Teacher Recruitment Incentive Program.

Ms. Cagle also reported on other bills that affected ACHE or education in general. A summary of the bills were distributed to Commission members (copy attached).

Ms. Cagle announced that during the legislative session confirmations were endorsed for Dr. William Powell and Ms. Missy Smith as well as Dr. Gregory Fitch.

B. Alabama Statewide Student Database Projects

Ms. Diane Sherman gave an overview of the Student Database System. She stated that there are over 4 million records in the student database. The presentation included how the data is being used and how to access the data from the ACHE website. A copy of the power point presentation is attached.

Ms. Subrena Simpkins explained how the data from the Institutional Student Profiles are compiled for each institution in a format that offers a one-page summary of several categories about students. In addition, she presented a separate document in county map format. A copy of the profiles and county maps are attached.

VIII. Decision Items

A. Policy on Distance Education

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the adoption of the Distance Education Policy with the exception of the deletion of the words, "except for federal military reservations." The Chair called for the vote which was unanimous. The recommendation of the Committee of the Whole was approved.

B. Recommendation on the Development of Doctor of Nursing Practice Programs

There was discussion regarding how many proposals had been received by ACHE from institutions requesting a DNP program and the statutory requirements for review.

Dr. Ed Roach, Troy University, was given an opportunity to address the Commission. He appealed to the Commission to give nursing professionals in Alabama the opportunity to "forge bold new doctoral programs and work toward the DNP on a broad front." He requested that the Troy University proposal be reviewed on its merits.

Commissioners Coleman, Watts, Buffkin, and Smith requested that discussions be re-opened on the moratorium requirement in the staff recommendation and that the Commission be mindful that any decision made does not limit the State of Alabama in its capacity to provide a leadership role in the Nursing field.

Commissioner Brooks stated that he is in full support of the staff recommendation since it makes sense to approve one program and study it before a decision is made to offer several programs in the state. He reminded the Commission that one of its main functions is to prevent unnecessary duplication.

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the adoption of the staff recommendation on the Development of Doctor of Nursing Practice Programs. The Chair called for the vote which was 6 yes and 4 opposed. The recommendation of the Committee of the Whole was approved.

Commissioner Watts requested that Dr. Fitch contact the State of Alabama Association of Colleges of Nursing Deans (formerly the Council of Nursing Deans) regarding any information that could be provided to the staff during the moratorium period. She stated that the Council of Nursing Deans was a group that reported to ACHE on matters pertaining to nursing education.

C. Academic Programs (Policies and Procedures Manual, Tab 5B, Criteria for the Evaluation of Proposals for New Programs of Instruction)

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the approval of Decision Items C-1 through C-3. The Chair called for the vote which was unanimous. The recommendation of the Committee of the Whole was approved.

1. Auburn University, Master of Design-Build in Design-Build (CIP 14.0401)
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)
3. University of South Alabama, Bachelor of Science in Emergency Medical Services (CIP 51.0904)

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the approval of Decision Item C-4. The Chair called for the vote which was 9 yes and 1 abstained. The recommendation of the Committee of the Whole was approved.

4. Drake State Technical College, Associate in Applied Technology and Certificate in Culinary Arts (CIP 12.0503)

D. Follow-up Action on Programs Receiving Waivers of Non-Viability

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the approval of Follow-up Action on Programs Receiving Waivers of Non-Viability. The Chair called for the vote which was unanimous. The recommendation of the Committee of the Whole was approved.

E. Approval of Off-Campus Sites (Policies and Procedures Manual, Tab 9, Guidelines for the Regulation of Off-Campus Instruction)

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the approval Decision Items E-1 through E-2. The Chair called for the vote which was unanimous. The recommendation of the Committee of the Whole was approved.

1. Enterprise-Ozark Community College - Goodrich Aerostructures, Foley
2. Wallace State Community College - Northeast Alabama Community College
Rainesville

F. Extensions/Alterations of Existing Programs and Units of Instruction (*Policies and Procedures Manual, Tab 6, Guidelines for Review of Extensions & Alterations of Existing Programs*)

RESOLVED: Commissioner Brooks stated that the Committee of the Whole recommends to the Commission the approval of Decision Items F-1 through F-7. The Chair called for the vote which was unanimous. The recommendation of the Committee of the Whole was approved.

1. Jacksonville State University, Addition of Concentrations to the Existing Master of Science in Computer Systems and Software Design (CIP 11.0101)
2. Troy University, Addition of Concentration in International Economic Development to the Existing Master of Business Administration (CIP 52.0201)
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)
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 (CIP 52.0299)
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)
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)
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)

IX. Information Items

RESOLVED: Commissioner Powell moved for the acceptance of Information Items A through H as accepted by the Committee of the Whole. Commissioner Buffkin seconded. Motion passed.

A. New Exempt Off-Campus Sites (*Policies and Procedures Manual, Tab 9, Guidelines for the Regulation of Off-Campus Instruction*)

1. Alabama Southern Community College - Alabama Southern Life Tech Institute, Thomasville
2. Alabama Southern Community College - Wilcox Central High School, Camden
3. Beville State Community College - First Baptist Church, Mt. Olive
4. Drake State Technical College - Union Chapel Education Complex, Huntsville
5. Reid State Technical College - Jefferson Davis Community College, Atmore

B. University of Alabama, Establishment of the Center for Ethics and Social Responsibility

C. Jacksonville State University, Curriculum Changes to the Bachelor of Science in Computer Science (CIP 11.0101)

D. University of Alabama at Birmingham

1. Establishment of the Center for Neurodegeneration and Experimental Therapeutics
2. Establishment of the Division of Critical Care and Perioperative Medicine in the Department of Anesthesiology
3. Implementation of an Intensive 24-36 month Curriculum in the Master of Science In Nursing Program

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)
2. Jacksonville State University, Bachelor of Science in Emergency Management

F. Changes to the Academic Program Inventory

G. Implementation of Approved Programs

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

X. Adjournment

The meeting was adjourned at 10:30 a.m. The next meeting of the Commission is scheduled for September 20-21, 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: Annual Report: Articulation and General Studies Committee (AGSC)

Staff Presenter: Dr. Elizabeth C. French
Director of Institutional Effectiveness and Planning

Staff Recommendation: For discussion only.

Activities for 2007: The recommendations of the evaluation of the AGSC (Evaluation Project/March 2003) continued to provide the framework for the 2007 agenda. Accomplishments in achieving these objectives will be presented by Chair of the AGSC, Dr. Barbara Jones, and reviewed in the report presented by Keith Sessions, Executive Director of AGSC/STARS.

Background: The AGSC was established by Act 94-202 in March 1994. The primary goals of the legislation were: 1) To provide for a uniform articulation agreement among all institutions of higher education as well as a statewide general studies curriculum; 2) To provide for the computation of grade point averages of certain transferred students; 3) To specify that the Act would not impede the objectives of historically black institutions; 4) To provide for implementation conditioned on the participation of certain institutions; and 5) To specify certain reporting requirements. This legislation called for the Committee to:

- 1) Develop no later than September 1, 1998, a statewide freshman and sophomore-level general studies curriculum to be taken at all public colleges and universities;
- 2) Develop and adopt by September 1, 1999, a statewide articulation agreement for the freshman and sophomore years for the transfer of credit among all public institutions of higher education in Alabama;
- 3) Examine the need for a uniform course numbering system, course titles, and course descriptions; and
- 4) Resolve problems in the administration or interpretation of the articulation agreement of the general studies curriculum.

UPDATE: Legislative directives numbered 1-3 have been completed; item 4 is ongoing.

Membership of the Committee is established by statute. Chair of the Committee is Dr. Barbara Jones, Dean of the School of Business at Alabama A&M University. Vice-Chair is Susan Salatto, President of Southern Union Community College. The Executive Director of the Commission serves as an ex-officio member of the Committee. The AGSC/STARS Executive Director is responsible for the management, administration, and implementation of the articulation program.

Supporting Documentation: AGSC/STARS Home Page: <http://stars.troy.edu>
AGSC/STARS Annual Report/To Be Distributed
AGSC/STARS Usage Reports –
<http://stars.troy.edu/agsc/reports/reports.htm>

DISCUSSION ITEM B: Annual Report: Non-Resident Institutional Review Activities for Calendar Year 2007

Staff Presenter: Dr. Elizabeth C. French
Director of Institutional Effectiveness and Planning

Non-Resident Institutions: As of July 31, 2007, fifty-seven (57) private, proprietary institutions licensed or exempted from licensure by the Alabama Department of Postsecondary Education (ADPE), were operating as foreign corporations or non-resident public institutions in Alabama. This is a ten percent (10%) increase over the past year in the number of institutions recorded in the Commission's inventory of non-resident programs. Thirty-six (36) of these institutions received grants of waiver from the requirements of the Commission's full-scale programmatic review process: Twenty-three (23) institutions offered programs of less than three (3) academic quarters in length; six (6) limited their activities in state to the recruitment of students by licensed agents, and seven (7) institutions were incorporated in Alabama.

The Commission conducted full-scale programmatic reviews in accord with ACHE Procedures and Regulations for twenty-one (21) institutions. Protocols mirrored the Commission's programmatic review process for approval of new programs to be offered by public institutions, albeit without consideration of duplication of programs. Regional or national accreditation did not eclipse the full-scale review process.

Of the twenty-one (21) institutions subjected to full-scale programmatic review in 2007, sixteen (16) institutions were approved to offer degree or certificate programs at twenty-one (21) locations in state. More than twenty-three hundred (2300) students were enrolled in these programs. The Inventory of Non-Resident Private Degree and Non-Degree Granting Institutions is available on the Commission's website at www.ache.state.al.us.

In addition to the programmatic oversight described above, the Commission maintains more than four hundred (400) files of non-public institutions that included those operating in state along with archival records of closed institutions.

Legislative Update: The regular session of the Alabama Legislature convened on March 6, 2007 and adjourned on June 7, 2007. During the session, three (3) items related to the Commission's Non-Resident Institutional Review activities were subject to proposed joint resolution or legislation.

A. Commission Administrative Code (Regulations). In December 2006, the Commission approved an amendment to Chapter 300-2-1.02, Alabama Administrative Code clarifying the Commission's definition of non-resident institutions to those headquartered and domiciled outside the state without regard to in state incorporation. In effect, this amendment would have eliminated the Commission's current practice of granting waivers from full-scale programmatic review to institutions incorporated in Alabama. On June 2, 2007, Senate Joint Resolution 8 passed both houses of the Legislature. This resolution

sustained the disapproval by the Joint Commission on Administrative Regulation Review of the Commission's proposed amendment.

B. Alabama Private School License Act. House Bill 753 and Senate Bill 444 proposing to transfer responsibility for postsecondary private school licensure from ADPE to the Commission died in their respective Education Policy and Finance and Taxation Education committees.

C. Commission Statute. On May 31, 2007, action on House Bill 540 proposing revision of Ala. Code §16-5-10 (14) (1975) to exempt non-resident institutions that are accredited and have a campus in state from the Commission's programmatic review (jurisdiction) was indefinitely postponed.

Background:

Alabama Private School License Act. Alabama is the only state within the United States where authority over private school licensure and programmatic review and approval of non-resident programs of higher education, postsecondary instruction, is divided between two (2) state agencies, ADPE and the Commission. Under provisions of Ala. Code §16-46-1, et seq. (1975), the Alabama Private License School Act, as amended in 2004, responsibility for licensure of private institutions of higher education in Alabama, whether resident or non-resident, rests with ADPE.

Commission Statute. Concurrent with the Alabama Private School License Act, under provisions of Ala. Code §16-5-10 (14) (1975) no institution of postsecondary education located outside of Alabama may offer units or programs of instruction within Alabama without prior approval of the Commission. The Commission under its rulemaking authority establishes criteria for the approval of such institutions and programs.

Memorandum of Agreement. To facilitate the dual agency assignments of responsibility, a Memorandum of Agreement (MOA) between ADPE and the Commission provides for the integration of programmatic review of non-resident institutions with the licensure process. The first MOA was executed in 1985, amended in 2002, and last amended in 2005.

Supporting Documentation:

1. A Summary of Programs Approved by the Commission Following Full-Scale Programmatic Review is attached.
2. The Commission's Inventory of Non-Resident Private Degree and Non-Degree Granting Institutions available at the Non-Resident Institutional Review link on the Commission's website at www.ache.state.al.us.
3. Ala. Code, Section 16-5-10 (14), (1975) is available upon request.

4. Procedures, Regulations (Chapter 300-2-1.02, Alabama Administrative Code), and Application for the Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions are available upon request or at the Non-Resident Institutional Review link on the Commission's website at www.ache.state.al.us.

Capella University

Parent Corporation: Capella University
Corporate Headquarters: Minneapolis, Minnesota
Accreditation: NCA
Instructional Delivery System: Online

Bachelor of Science in Business
Bachelor of Science in Information Technology
Master of Business Administration
Master of Science in Organization and Management
Master of Science in Information Technology
Master of Science in Education
Master of Science in Human Services
Master of Science in Psychology
Doctor of Philosophy in Organization and Management
Doctor of Philosophy in Education
Doctor of Philosophy in Human Services
Doctor of Philosophy in Psychology
Doctor of Psychology

Notification of intent to offer new programs filed
with the Commission:

Doctor of Philosophy in Information Technology
Doctor of Philosophy in Public Safety
Master of Science in Public Safety
Bachelor of Science in Public Safety

Central Michigan University

Parent Institution: Central Michigan University
Main Campus: Mount Pleasant, Michigan
Accreditation: NCA
Instructional Delivery System: Site Based

Master of Arts in Education

College for Financial Planning

Parent Corporation: The Apollo Group
Headquarters: Phoenix, Arizona
Accreditation: NCA
Instructional Delivery System: Online

Chartered Retired Plans Specialist
Accredited Wealth Management Advisor
Certified Financial Planner
Chartered Retired Planning Counselor
Chartered Mutual Fund Counselor
Registered Paraplanner
Accredited Asset Management Specialist
Master of Science in Financial Analysis
Master of Science in Personal Financial Planning
Master of Science in Finance

Columbia College

Parent Corporation: Columbia College
Corporate Headquarters: Columbia, Missouri
Accreditation: NCA
Instructional Delivery System: Site Based

Associate in Arts
Associate in General Studies
Associate in Science in Business Administration
Associate in Science in Criminal Justice Administration
Bachelor of Arts in Business Administration
Bachelor of Arts in Interdisciplinary Studies
Bachelor of Science in Business Administration
Bachelor of Science in Management Information Systems
Master of Business Administration

DeVry University

Parent Corporation: DeVry, Inc.
Corporate Headquarters: Oakbrooke Terrace,
Illinois
Accreditation: NCA
Instructional Delivery System: Online

Associate of Applied Science in Accounting
Associate of Applied Sci. in Electronics and Computer Tech.

DeVry University cont'd . . .

Associate of Applied Science in Health Information Tech.
Associate of Applied Science in Network Systems
Administration
Associate of Applied Science in Web Graphic Design
Bachelor of Science in Biomedical Engineering Technology
Bachelor of Science in Business Administration
Bachelor of Science in Computer Engineering Technology
Bachelor of Science in Computer Information Systems
Bachelor of Science in Electronics Engineering Technology
Bachelor of Science in Game and Simulation Programming
Bachelor of Science in Network and Communications
Management
Bachelor of Science in Technical Management
Master of Science in Educational Technology
Master of Business Administration
Master of Accounting and Financial Management
Master of Human Resource Management
Master of Project Management
Master of Public Administration
Master of Information Systems Management
Master of Network and Communications Management

Embry-Riddle Aeronautical University

Parent Corporation: Embry-Riddle Aeronautical
University
Corporate Headquarters: Daytona Beach, Florida
Accreditation: SACS
Instructional Delivery System: Site Based

Associate of Science in Technical Management
Associate of Science in Professional Aeronautics
Associate of Science in Aircraft Maintenance
Bachelor of Science in Professional Aeronautics
Bachelor of Science in Technical Management
Bachelor of Science in Aviation Maintenance Management
Master of Aeronautical Science
Master of Science in Technical Management
Master of Science in Management
Master of Science in Project Management

Florida Institute of Technology

Parent Corporation: Florida Institute of
Technology
Corporate Headquarters: Melbourne, Florida
Accreditation: SACS
Instructional Delivery System: Site Based

Professional Master of Business Administration
Master of Science in Management
Master of Science in Acquisition and Contract Management
Master of Science in Engineering Management
Master of Science in Logistics Management
Master of Science in Material Acquisition Management
Master of Science in Project Management
Master of Science in Systems Management
Master of Science in Human Resource Management
Master of Science in Computer Information Systems
Master of Public Administration

Herzing College

Parent Corporation: Herzing Institutes
Corporate Headquarters: Milwaukee, Wisconsin
Accreditation: NCA
Instructional Delivery System: Site Based

Bachelor of Science in Business Administration
Bachelor of Science in Homeland Security and Public Safety
Bachelor of Science in Computer Science
Bachelor of Science in Technology Management
Bachelor of Science in Health Care Management
Bachelor of Science in Health Information
Bachelor of Science in Accounting
Associate of Science in Computer Electronics and
Telecommunications Technology
Associate of Science in Computer Information Systems
Associate of Science in Health Care
Associate of Science in Interactive and Graphic Arts
Associate of Science in Legal Assisting/Paralegal
Associate of Science in Medical Assisting
Associate of Science in Health Care
Associate of Science in Computer Science
Diploma in Medical Billing and Insurance Coding
Diploma in Practical Nursing

Hood Theological Seminary

Parent Corporation: Hood Theological Seminary
Corporate Headquarters: Salisbury, North Carolina
Accreditation: ATS
Instructional Delivery System: Site Based

Master of Divinity

ITT Technical Institute

Parent Corporation: ITT Educational Services, Inc.
Corporate Headquarters: Carmel, Indiana
Accreditation: ACCSCT
Instructional Delivery System: Site Based

Associate of Applied Science in Information Technology
Associate of Applied Science in Computer Drafting and
Design
Associate of Applied Science in Computer and Electronics
Engineering Technology
Bachelor of Science in Technical Project Management
Bachelor of Science in Information Systems Security
Bachelor of Science in Data Communication Systems
Technology
Bachelor of Science in Digital Entertainment and Game
Design
Bachelor of Science in Software Engineering Technology
Bachelor of Science in Business Administration
Bachelor of Science in Criminal Justice

Lesley University

Parent Corporation: Lesley University
Corporate Headquarters: Cambridge, Massachusetts
Accreditation: NEA
Instructional Delivery System: Site Based

Master of Education in Curriculum and Instruction with
Specialization in Integrated Teaching through the Arts
Master of Education in Curriculum and Instruction with
Specialization in Literacy
Master of Education in Technology in Education
Master of Education in Science (K-8)
Master of Education in Elementary Education: Profession
and Practice

Lesley University cont'd . . .

Notification of intent to offer new programs filed
with the Commission:

Master of Education in Mathematics Education
Education Specialist in Technology in Education

Master's International School of Divinity

Parent Corporation: Christian Education
Enterprises, Inc.

Corporate Headquarters: Evansville, Indiana

Accreditation: Not accredited

Instructional Delivery System: Online

Bachelor Level Certificates: Biblical Counseling, Biblical
Preaching, Biblical Studies, Law Enforcement Chaplaincy,
Life-Issues Counseling, Life-Issues Counseling with
Abortion Recovery Emphasis, and Pastoral Ministry
Postgraduate Certificates: Biblical Counseling, Biblical
Leadership, Biblical Preaching, Life-Issues Counseling, and
Pastoral Ministry
Diploma in Christian Studies
Associate in Ministry (Non-Academic)

**National Graduate School of Quality
Management**

Parent Corporation: National Graduate School of
Quality Management, Inc.

Corporate Headquarters: Falmouth, Massachusetts

Accreditation: NEA

Instructional Delivery System: Site Based

Master of Science in Quality Systems Management

New Orleans Baptist Theological Seminary

Parent Corporation: New Orleans Baptist
Theological Seminary
Corporate Headquarters: New Orleans, Louisiana
Accreditation: SACS and ATS
Instructional Delivery System: Site Based

Associate in Christian Ministry
Bachelor of Arts in Christian Ministry
Master of Arts in Christian Education
Master of Divinity
Doctor of Ministry
Doctor of Education Ministry
Undergraduate Certificates: Certificate of Excellence,
Biblical Teaching, Christian Education, Church Music,
Church Planting, Pastoral Ministry, Pastoral Ministry in
African American Church Studies, Advance Preschool and
Children's Ministry, Women's Ministry, and Advanced
Women's Ministry

Nova Southeastern University

Parent Corporation: Nova Southeastern University
Corporate Headquarters: Ft. Lauderdale, Florida
Accreditation: SACS
Instructional Delivery System: Site Based

Master of Business Administration
Doctor of Education

Prince Institute

Parent Corporation: Stenograph, L.L.C.
Corporate Headquarters: Mount Prospect, Illinois
Accreditation: ACICS
Instructional Delivery System: Site Based

Associate Degree: Realtime Reporting with a Concentration
in Judicial Reporting
Certificate: Scoping/Proofreading

Southern Baptist Theological Seminary

Parent Corporation: Southern Baptist Theological
Seminary

Corporate Headquarters: Louisville, Kentucky

Accreditation: SACS and ATS

Instructional Delivery System: Site Based

Master of Divinity

Strayer University

Parent Corporation: Strayer Education, Inc.

Corporate Headquarters: Arlington, Virginia

Accreditation: MCA

Instructional Delivery System: Online/Site Based

Associate of Arts in Accounting
Associate of Arts in Acquisition and Contract Management
Associate in Arts in Business Administration
Associate of Arts in Information Systems
Associate of Arts in Economics
Associate of Arts in General Studies
Associate of Arts in Marketing
Bachelor of Business Administration
Bachelor of Science in Computer Information Systems
Bachelor of Science in Information Systems
Bachelor of Science in Economics
Bachelor of Science in International Business
Master of Business Administration
Master of Science in Information Systems
Master of Science in Professional Accounting
Master of Health Services Administration
Master of Public Administration
Master of Education
Diploma in Accounting
Diploma in Acquisition and Contract Management
Diploma in Information Systems
Exec. Graduate Certificate in Business Administration
Exec. Graduate Certificate in Professional Accounting
Exec. Graduate Certificate in Information Systems
Undergraduate Certificate in Accounting
Undergraduate Certificate in Business Administration
Undergraduate Certificate in Information Systems

University of Phoenix

Parent Corporation: The Apollo Group
Corporate Headquarters: Phoenix, Arizona
Accreditation: NCA
Instructional Delivery Systems: Online/Site Based

Bachelor of Science in Business
Bachelor of Science in Health Administration
Bachelor of Science in Criminal Justice Administration
Bachelor of Science in Human Services
Bachelor of Science in Information Technology
Bachelor of Science in Management
Master of Information Systems
Master of Business Administration
Master of Management
Associate of Arts in Accounting
Associate of Arts in Business
Associate of Arts in Criminal Justice

Notification of intent to offer new programs filed
with the Commission:

Associate of Arts in General Studies
Associate of Arts in Health Administration
Associate of Arts in Information Technology
Associate of Information Technology/Networking
Associate of Arts in Information Technology,
Visual Communication
Bachelor of Science in Communication
Bachelor of Science in Education
Bachelor of Science in Health Administration
Bachelor of Science in Information Technology
Bachelor of Science in Psychology
Master of Arts in Education
Master of Health Administration
Master of Science in Administration of Justice and Security
Master of Science in Counseling
Master of Science in Psychology

University of Phoenix cont'd . . .

Doctor of Business Administration
Doctor of Education in Curriculum and Instruction
Doctor of Education in Educational
Leadership/Educational Technology
Doctor of Education Leadership
Doctor of Health Administration
Doctor of Management in Organizational Leadership

University of St. Francis

Parent Corporation: University of St. Francis
Corporate Headquarters: Joliet, Illinois
Accreditation: NCA
Instructional Delivery System: Site Based

Bachelor of Science in Health Arts
Bachelor of Science in Health Care Leadership
Bachelor of Science in Organizational Leadership
Master of Science in Health Services Administration

Walden University

Parent Corporation: Laureate Education, Inc.
Corporate Headquarters: Baltimore, Maryland
Accreditation: NCA
Instructional Delivery System: Online

Bachelor of Science in Business Administration
Doctor of Business Administration
Doctor of Education
Doctor of Education in Curriculum and Instruction
Doctor of Education in Educational
Leadership/Educational Technology
Doctor of Education Leadership
Doctor of Health Administration
Doctor of Management in Organizational Leadership
Doctor of Philosophy in Applied Management
and Decision Science
Doctor of Philosophy in Education
Doctor of Philosophy in Health Services
Doctor of Philosophy in Human Services
Doctor of Philosophy in Psychology
Doctor of Philosophy in Public Health
Doctor of Philosophy in Public Policy and Administration

Walden University cont'd . . .

High-Tech Master of Business Administration
Master of Business Administration
Master of Electrical Engineering
Master of Engineering Management
Master of Health Administration
Master of Public Health
Master of Public Policy and Administration
Master of Science in Administration of Justice and Security
Master of Science in Computer Engineering
Master of Science in Computer Science
Master of Science in Counseling
Master of Science in Education
Master of Science in Mental Health Counseling
Master of Science in Nursing
Master of Science in Psychology
Master of Science in Psychology
Master of Science in Software Engineering
Master of Science in Systems Engineering
Post Doctoral Certificate in Psychology

DISCUSSION ITEM C: The Academic Common Market

Staff Presenter: Dr. Paul B. Mohr, Sr.
Director of Special Programs

Staff Recommendation: For discussion purposes only.

Background: The Academic Common Market (ACM) of the Southern Regional Education Board (SREB) is a tuition-savings program for college students who want to pursue degrees in fields that are not offered by their in-state institutions. Students pay the in-state tuition rates of the out-of-state institutions.

Other regional student exchange programs are:

1. Midwest Student Exchange Program (MSEP) for residents of Kansas, Michigan, Minnesota, Missouri and Nebraska. MSEP students pay 150% of the in-state resident tuition rate, while private institutions offer a 10% reduction.
2. New England Board for Higher Education Regional Student Program (NEBHE RSP) for residents of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont. Students pay 150 % of in-state tuition at any of the 78 public two-year and four-year institutions. They can enroll in programs offered at all academic levels associate, bachelor's, master's, certificates of advanced graduate study, master's, doctoral and first-professional.
3. Western Undergraduate Exchange Program (WUE) for residents of Alaska, Colorado, Hawaii (excludes two-year institutions), Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah Washington and Wyoming. WUE students pay 150% of in-state tuition rates.
4. Western Regional Graduate Program (WRGP) for residents of Alaska, Colorado, Hawaii (excludes two-year institutions), Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah Washington and Wyoming. Students are able to pay regular in-state tuition rates charged by the participating institutions.

PERSONAL PROFILES

Alabama residents have the opportunity to provide their personal assessment of the Academic Common Market, consequently, a selection of profiles will be available for commissioners during the meeting.

Supporting Documentation: Guidelines for Selecting Programs for Inclusion in the Academic Common Market for Alabama Residents. Available upon request.

DECISION ITEM A: Fiscal Year 2007-08 Operations Plan

Staff Presenter: Mrs. Veronica M. Harris
Director of Agency Fiscal Services & Accounting

Staff Recommendation: That the Commission on Higher Education approve the Fiscal Year 2007-08 Operating Plan.

Background: The Operations Plan was due to the Executive Budget Office on August 3, 2007. It was submitted in draft form pending approval of the Commission.

In Fiscal Year 2007-08, the Commission's total budget will be \$33,679,149. This is a **\$13,464,796** increase over FY 2006-07's Budget of \$20,214,353. The programs listed below received the following increases/decreases in the FY 2007-08 Budget:

Alabama Student Assistance Program	\$2,722,458
Alabama Student Assistance (Federal)	200,000
Alabama Student Assistance (Knight)	7,000,000
Alabama Student Grant Program	801,200
Experimental Program Stimulate Research	450,000
Alabama Agricultural Land Grant Alliance	1,350,000
ACHE Planning and Coordination	470,142
No Child Left Behind Title II	12,543
Network of Academic Libraries	432,345
Network of Academic Libraries (Federal)	66,068
Southern Regional Education Board	126,000
Articulation System	50,000
Knight v Alabama Monitor	(77,000)
Student Assistance Initiated Loan Servicing	(138,960)
Total	\$13,464,796

The Commission's Planning and Coordination line includes The School and University Partnership for Educational Renewal (SUPER), a program sponsored by the Alabama Humanities Foundation. SUPER received an appropriation of \$100,000 for FY 2006-07. An increase of \$100,000 is appropriated for SUPER in FY 2007-08. SUPER will receive \$200,000 from our Planning & Coordination line for FY 2007-08.

As for sources of revenue, in the coming fiscal year, approximately 71.0% of the Commission's funds come from the state's Education Trust Fund, 7.0% from the federal government, 2.0% from local funds and 20.0% from Knight v Alabama Settlement. In FY 2007-08, approximately 87.0% of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 13.0% of the funds available.

Supporting Documentation:

1. EBO Form 8. Agency Summary. Attached.
2. FY 2006-07 Operations Plan. Entire Document. Available upon request.

DECISION ITEM B-1: Alabama A&M University, Bachelor of Science in Construction Management (CIP 15.1001)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Academic Affairs

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

Implementation Date: The proposed program will be implemented January 2008. Based on Commission policy, the proposed program must be implemented by September 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 24, based on the proposal.
2. That the annual average number of graduates for the period 2009-10 through 2012-13 (four-year average) will be at least 12, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or job advancement.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Alabama A&M (AAM) 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 February 2013.

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

1. The program will meet a well-documented need for construction managers in the Huntsville Metropolitan Statistical Area (MSA).

2. AAM will phase out an existing Bachelor of Science program in Civil Engineering Technology and apply existing resources to the new program.
3. The proposed program will be structured to encourage articulation with construction-related programs at Alabama two-year colleges.
4. AAM officials project that the proposed program will require a total of \$91,000 in new funds over the first five years, and that \$285,000 will be available through tuition.

Public Review:

The program was posted in the Commission website from June 25, 2007 until July 15, 2007 (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. Alabama A&M proposal dated March 28, 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

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Alabama A&M University

PROGRAM Bachelor of Science in Construction Management

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
FACULTY	\$0	\$6,000	\$12,000	\$18,000	\$30,000	\$66,000
LIBRARY	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$10,000	\$0	\$0	\$0	\$10,000
TOTAL	\$3,000	\$19,000	\$15,000	\$21,000	\$33,000	\$91,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$6,000	\$20,000	\$67,000	\$90,000	\$102,000	\$285,000
TOTAL	\$6,000	\$20,000	\$176,405	\$226,016	\$282,520	\$285,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2008-09	2009-10	2010-11	2011-12	2012-13	5-YEAR AVERAGE
FULL-TIME EQUIVALENT (FTE) ENROLLMENT	12	17	22	27	32	22
NEW ENROLLMENT HEADCOUNT	14	19	24	29	30	24
DEGREE COMPLETION PROJECTIONS	0	5	10	15	20	12

Attachment 2

Summary of Background Information

Bachelor of Science in Construction Management
Alabama A&M University

Role: The proposed program is within the instructional role recognized for Alabama A&M University.

Objectives: The proposal listed the following objectives for the program:

1. Graduates will be able to communicate effectively in written and oral forms.
2. Graduates will be able to work effectively in team settings, and interact well with others at all levels of the construction industry.
3. Graduates will be able to apply the principles of mathematics, statistics, and physics to appropriately anticipate the behavior of the materials, equipment, and methods used in construction.
4. Graduates will be able to recognize and solve problems utilizing construction materials, construction methods, construction processes, and delivery methods using the appropriate techniques and tools.
5. Graduates will have a solid understanding of many diverse fields including; environmental sustainability, accounting, finance, business regulations, contract law, labor- law, and marketing practices.
6. Graduates will have a solid understanding of the fundamentals of contemporary management and business practices appropriate to the construction profession.
7. Graduates will be able to lead, coordinate, communicate and interact with project professionals in specific disciplines to solve project challenges.
8. Graduates will understand the total project process including; concept, design, procurement, building and delivery of the functioning project.
9. Graduates will include ethical, societal, and global considerations when making construction business decisions.
10. Graduates will be prepared for life-long learning and will understand the need for, and the value of leadership, collaboration, productivity, and professionalism in sustaining or developing one's own career growth.
11. Graduates will understand the issues involving the construction industry and recognize the need for involvement in professional associations to remain informed throughout their careers.

The proposal also stated that, upon successful completion of the proposed program, graduates can be expected to:

1. Be able to read and interpret contract plans, specifications, contract documents, and regulatory and policy documents.
2. Be able to accurately estimate construction projects.
3. Be knowledgeable of professional integrity and ethical responsibility.
4. Be knowledgeable of materials, and be able to employ appropriate methods for their use and application.
5. Demonstrate knowledge of engineering principles for construction applications.
6. Use their knowledge of productivity, utilization and efficiency to determine the selection of appropriate equipment for various types of projects.
7. Perform quantity takeoff, productivity computations, pricing, bid document preparation and computerized estimating.
8. Understand the sequencing of construction activities, allocation of resources, network diagramming of construction schedules, the impact of changes, and computer scheduling applications.

9. Be knowledgeable of the major issues concerning contract law, construction law, regulations, licensing requirements, lien law, labor law, government policies, and dispute resolution.
10. Demonstrate an understanding of the various aspects of project management and administration.
11. Have the knowledge and ability to manage the safety operations of a company.
12. Become professionally licensed in construction management areas.
13. Pass the Alabama General Contractor Examination.

Graduates also will be qualified to seek certification as construction managers or cost estimators.

Administration: The program will be administered by the School of Engineering and Technology, Dr. Trent Montgomery, Dean.

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 Chief Academic Officers (CAO) for review. The CAO provided a few comments regarding suggestions for strengthening the curriculum. The CAO does not vote on baccalaureate proposals.

Accreditation: AAM plans to seek accreditation for the program from the American Council for Construction Education (ACCE). ACCE is recognized by the Council for Higher Education Accreditation (CHEA) as the accrediting agency for four year baccalaureate degree programs in construction, construction science, construction management, and construction technology. According to AAM, this accreditation is necessary to promote the program and allow graduates to become licensed in construction management areas.

Curriculum: According to the proposal, the program will be primarily supported by existing courses. The following courses will be added to the curriculum to meet the accreditation requirement.

Course Number	Course Title	Credit Hours
CMG 101	Blue Print Reading	2
CMG110	Introduction to Construction Mgt	3
CMG 320	Computer Applications in Construction	3
CMG 315	Mechanical & Electrical Systems	3
CMG 400	Concrete/Steel/Wood Design & Const	3
CMG 420	Building Codes & Quality Control	3
CMG 410	Advanced Building Estimating	3
CMG 450	Internship	3

Program Completion Requirements:

Credit hours required in major:	77
Credit hours in institutional general education or core curriculum:	44
Credit hours in required or free electives:	6
Total credit hours required for completion:	127

The curriculum requires a construction management internship during the senior year. This will provide students with the opportunity to gain practical experience in construction management before completing the requirements.

Collaboration: Auburn University (AU) has a bachelor of science in Building Science (CIP 14.0401). AAM's proposal stated that the large distance between AAM and AU would complicate collaboration efforts between the two programs. However, AAM is exploring

collaboration with two-year colleges that have AAT or AAS programs in construction-related disciplines to allow graduates of the associate-level programs to obtain a four-year degree in construction management. Currently, Jefferson State Community College has an associate-level program in Construction Management Technology, while Lawson State Community College and Trenholm State Technical College have associate programs in Building Construction and Building Construction Technology respectively. Gadsden State Community College has a program in Civil Engineering Technology.

During the review of the proposal by the CAO, Dr. Eli Capilouto, provost of the University of Alabama at Birmingham (UAB), commented that the engineering faculty at UAB would be interested in working with the AAM faculty to explore opportunities for AAM graduates in UAB's new Master of Engineering program.

Distance Education: Distance learning offerings will be developed for required coursework at the junior and senior-level students. The intention of these offerings will be to serve students who live at a distance from the campus or who are employed full-time in the construction industry. According to the proposal, AAM currently has a university-wide initiative to develop distance learning programs.

Admissions: The proposal stated that any interested student who is eligible for admission to AAM will be allowed to enter the program. Program officials plan to work closely with two-year institutions in the Alabama to recruit students for transfer. The program will seek to attract and accommodate students with diverse educational backgrounds.

Need: According to the proposal, there is an increasingly strong demand for construction management graduates in the state of Alabama and nationwide. The construction industry has become a \$500 billion dollar per year industry marked by continuous and dramatic change. The demand for capable and highly trained construction management professionals, who can adapt and become effective leaders in the field, remains strong. There continues to be a growing demand for graduates of the construction management program. Placement of construction management graduates in the industry is at 100 percent, with average starting salaries ranging from \$45,000 to \$50,000. The increasing complexity of construction projects is boosting the demand for management-level personnel within the construction industry. Sophisticated technology and the proliferation of laws setting standards for buildings and construction materials, worker safety, energy efficiency, and environmental protection have further complicated the construction process. Advances in building materials and construction methods; the need to replace portions of the nation's infrastructure; and the growing number of multipurpose buildings and energy-efficient structures will further add to the demand for more construction managers. More opportunities for construction managers also will result from the need for greater cost control and financial management of projects and to oversee the numerous subcontractors being employed.

The proposal provided federal data regarding the national occupational projections for construction managers. The Bureau of Labor Statistics has projected excellent employment opportunities for construction managers through 2014, because the number of job openings will exceed the number of qualified individuals seeking to enter the occupation. According to the proposal, this situation is expected to continue even as college construction management programs expand to meet the current high demand for graduates. In addition to job openings arising from employment growth, many additional openings should result annually from the need to replace workers who transfer to other occupations or who retire or leave the labor force for other reasons. More construction managers will be needed as the level of construction activity continues to grow. In addition, opportunities will increase for construction managers to start their own firms.

The proposal reported that the Alabama Department of Industrial Relations has stated that construction firms in Alabama are increasingly looking for individuals who combine industry work experience with a Bachelor's degree in construction, building science, or construction management, and who have a solid background in building science, business, and management,

as well as related work experience in the construction industry. In addition, the Associated Builders and Contractors of North Alabama (ABC) continues to recognize the shortage of well trained and educated professionals to staff projects and provided a letter of support for the proposal.

The proposal stated that, as a comprehensive major in construction management, the proposed program will not duplicate any existing program. The proposed program is designed to allow students with an approved AAS or AAT from a community college or technical college to obtain a four-year degree in construction management. Officials at several two-year institutions having construction-related programs have expressed interest in the proposed program. Upon approval, AAM will seek articulation agreements with the two-year colleges that offer construction-related programs.

Auburn University has a baccalaureate program in Building Science, while the University of Alabama offers a certificate program in Construction Management. The University of Alabama at Birmingham has a certificate program available in Construction Engineering Management. The proposed program will meet the demand of students who are interested a baccalaureate program in Construction Management. Furthermore, it is expected to increase the number of African-Americans entering the construction industry. In addition, the proposal stated that, when accredited by the AACE, the program will be one of only two accredited Construction Management programs at a historically black college or university in the country.

Student Demand: AAM currently has a baccalaureate program in Civil Engineering Technologies. The institution surveyed students currently enrolled in the program and found that most students would prefer a degree in Construction Management. According to program officials, the Civil Engineering Technologies program will be phased out if the new program is approved. Some students also are expected to transfer from other programs, such as Civil Engineering, Business, or Urban and Regional Planning.

The program also is expected to draw graduates of two-year programs related to construction. Program officials have contacted representatives of two-year colleges with such programs. Officials from several of these institutions have expressed interest in developing articulation agreements with the proposed program at AAM.

Local building and development related to the federal Base Realignment and Closure (BRAC) are expected to attract persons to the Huntsville Metropolitan Statistical Area (MSA) who are seeking employment in the construction industry. Some of these individuals also are likely to enroll in the program to develop or enhance their construction management skills.

Resources:

Faculty/Staff: According to the proposal, there currently is one full-time primary faculty member, and three full-time support faculty members qualified to teach in the program.

AAM expects to hire one additional part-time new faculty member during the first five years of the program. The new faculty member will be hired with a minimum of a Master's degree in construction or related field and a minimum of five years of work experience in the construction field. The bulk of the construction management courses are existing courses being taught by the School of Engineering & Technology, School of Business, and the Department of Urban Planning faculties.

Equipment/Facilities: According to the proposal the program will use current facilities, classrooms and laboratories in the School of Engineering & Technology. No renovations of the facilities are required.

Library: The AAM library collections will be enhanced to support the construction management program. AAM will commit \$3,000 per year for book and subscriptions related to construction management.

Program Budget: AAM projects that a total of \$91,000 in new funds will be required to support the proposed program and that a total of \$285,000 will be available through tuition.

Attachment 3

**Bachelor of Science in Construction Management
 Curriculum by Semester**

127 Credit Hours

Freshman Year

<i>First Semester</i>		<i>Sem.</i>	<i>Hrs.</i>	<i>Second Semester</i>		<i>Sem. Hrs.</i>
ORI	101		1		History I	3
ENG	101		3		Economics	3
MDT	111L		3		Fine Arts	3
MTH	112		3	ENG	102	3
CHE	101		3	MTH	113	3
CHE	101L		1	CMG	110	3
CMG	101		2			
			2			
			18			18

Sophomore Year

<i>First Semester</i>		<i>Sem.</i>	<i>Hrs.</i>	<i>Second Semester</i>		<i>Sem. Hrs.</i>
			3		Humanities or Fine Arts	3
			3		Social Science Elective	3
PHY	103		4		Math or Science Elective	3
MGT	207		3	ENG	205	3
TGC	217		3	CE	201	3
				TGC	218	3
			16			18

Junior Year

<i>First Semester</i>		<i>Sem.</i>	<i>Hrs.</i>	<i>Second Semester</i>		<i>Sem. Hrs.</i>
MGT	315		3	MKT	315	3
CET	301		3	CET	306	3
CET	308		3	CMG	315	3
CMG	320		3	CET	304	3
MGT	318		3	TEC	310	3
ACC	203		3			
			18			15

Senior Year

<i>First Semester</i>		<i>Sem.</i>	<i>Hrs.</i>	<i>Second Semester</i>		<i>Sem. Hrs.</i>
CET	409		3	CMG	420	3
CMG	400		3	CMG	410	3
CET	425		3	CMG	450	3
MGT	352		3		Business	3
			12			12

DECISION ITEM B-2: Alabama A&M University, Master of Engineering in
Materiel Engineering (CIP 14.9999)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the proposed Master of Engineering in Materiel Engineering with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented January 2008. Based on Commission policy, the proposed program must be implemented by September 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 31, based on the proposal.
2. That the annual average number of graduates for the period 2008-09 through 2012-13 (a five-year average) will be at least 15, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or 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. Information on the graduation rate of those students who had baccalaureate degrees in disciplines other than engineering is to be included in the report.

Alabama A&M (AAM) 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 February 2013.

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

1. The program will meet a well-documented need for a master's program in materiel engineering in a format that will facilitate the needs of students who are employed full-time.
2. The program will respond to the growing population of engineers that will come as a result of changes in the Huntsville Metropolitan Statistical Area related to the federal government's Base Realignment and Closure plans.
3. The program will place AAM in line with efforts of engineering professional organizations to raise initial engineering professional licensure to the post-baccalaureate level.
4. AAM officials project that the proposed program will require a total of \$833,765 in new funds and that \$873,766 in tuition and internal reallocations will be available to support the program during the first five years.

Public Review:

The program was posted in the Commission website from June 25, 2007 until July 15, 2007 (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. Alabama A&M proposal dated June 22, 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

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Alabama A&M University

PROGRAM Master of Engineering in Materiel Engineering

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
FACULTY	<u>\$52,500</u>	<u>\$110,775</u>	<u>\$164,277</u>	<u>\$206,631</u>	<u>\$235,800</u>	<u>\$769,983</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>\$11,000</u>	<u>\$11,550</u>	<u>\$12,128</u>	<u>\$12,734</u>	<u>\$13,370</u>	<u>\$60,782</u>
OTHER	<u>\$2,000</u>	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,000</u>
TOTAL	<u>\$65,500</u>	<u>\$123,325</u>	<u>\$176,405</u>	<u>\$219,365</u>	<u>\$249,170</u>	<u>\$833,765</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
INTERNAL REALLOCATIONS	<u>\$10,580</u>	<u>\$22,661</u>	<u>\$2,605</u>	<u>\$0</u>	<u>\$0</u>	<u>\$35,846</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$54,920</u>	<u>\$100,664</u>	<u>\$173,800</u>	<u>\$225,616</u>	<u>\$282,020</u>	<u>\$837,020</u>
TOTAL	<u>\$65,500</u>	<u>\$123,325</u>	<u>\$176,405</u>	<u>\$225,616</u>	<u>\$282,020</u>	<u>\$872,866</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2008-09	2009-10	2010-11	2011-12	2012-13	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	<u>20</u>	<u>38</u>	<u>70</u>	<u>92</u>	<u>115</u>	<u>67</u>
NEW ENROLLMENT HEADCOUNT	<u>20</u>	<u>18</u>	<u>30</u>	<u>39</u>	<u>48</u>	<u>31</u>
						<u>5-YEAR AVERAGE</u>
DEGREE COMPLETION PROJECTIONS	<u>2</u>	<u>10</u>	<u>17</u>	<u>22</u>	<u>27</u>	<u>15</u>

Attachment 2

Summary of Background Information

Master of Engineering in Materiel Engineering
Alabama A&M University

Role: Alabama A&M University (AAM) currently is approved to award degrees at the master's level. Approval of the proposed program will be an expansion of role to the master's level in the academic subdivision grouping, "Engineering."

Objectives: AAM is one of the nation's Historically Black Colleges and Universities and a land grant institution. The proposal stated that a primary objective of the proposed program will be to fulfill AAM's mission of meeting community, regional, and state needs in teaching, research, and public service, particularly in increasing the number of African-American engineers with graduate-level credentials.

Objectives include the following:

1. Provide students with a solid foundation in Materiel Engineering, as well as advanced studies in the areas of Civil, Electrical, or Mechanical Engineering.

The proposal provided the following definition of program title:

Materiel is defined as the equipment, apparatus, and supplies used by an organization. Materiel engineering involves the design, production, test and evaluation, distribution, operation and support, and ultimate disposition of man-made equipment, apparatus, and supplies, and, as such, is highly interdisciplinary.

The proposed program will include courses that represent central concepts and analytical tools needed by professionals engaged in materiel engineering. Supporting this is a minimum of three advanced courses in a selected engineering specialization area. Open elective courses allow either diversification or further specialization.

2. Provide a continuum of study leading to a graduate degree for qualified students at AAMU completing a baccalaureate in engineering.
3. Establish a program of study that also accommodates the needs and limitations of mature adults engaged in full-time employment.
4. Accommodate the admission of persons holding bachelor's degrees in non-engineering areas, using selected background courses.
5. Respond to the anticipated requirement of making the master's degree, or the equivalent, as an entry-level qualification for attaining professional licensure.
6. Generate a higher level of interaction between the School of Engineering and local governmental and industrial organizations.

The proposal stated that these objectives are fully in line with the stated mission of AAM:

- Excellence in education and a scholarly environment in which inquiring and discriminating minds may be nourished;
- The education of students for effective participation in local, state, regional, national, and international societies;
- The search for new knowledge through research and its applications;

- The provision of a comprehensive outreach program designed to meet the changing needs of the larger community;
- Programs necessary to adequately address the major needs and problems of capable students who have experienced limited access to education;
- Integration of state-of-the-art technology into all aspects of University functions.

Student Outcomes:

1. The expected student outcome of the program will be an expert who will have mastered the integrating concepts and tools of materiel engineering while having an applicable specialization in civil, electrical, or mechanical engineering. The assessment of this outcome will be by the employment success of the graduates.
2. The outcome of admitting persons holding bachelor's degrees in non-engineering areas will be measured by the number of graduates of the program that did not have baccalaureates in engineering.

Administration: The program will be administered by the School of Engineering and Technology, Dr. V. Trent Montgomery, Dean.

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.

Accreditation: AAM provided information regarding the accrediting organization for the proposed program. ABET, Inc., was formerly the Accreditation Board for Engineering and Technology. The organization is the recognized accreditor for college and university programs in applied science, computing, engineering, and technology. It is a federation of 28 professional and technical societies representing these fields. ABET provides accreditation for engineering programs at either the baccalaureate or the graduate level, but not both simultaneously.

All undergraduate engineering programs at AAM have been accredited by ABET. Since ABET will not accredit at both the undergraduate and graduate level at the same time, there will be no effort to have the master's program accredited.

Curriculum: According to the proposal, only five new courses are needed to initiate the program:

CE/EE/ME-601 Life-Cycle Design Engineering	3 semester hours (sh)
CE/EE/ME-602 Product Assurance Engineering	3 sh
CE/EE/ME-603 Analysis and Simulation Methods	3 sh
CE/EE/ME-604 Test and Evaluation Engineering	3 sh
CE/EE/ME-690 Materiel Engineering Project	3 sh

Program Completion Requirements:

A minimum of 30 semester hours (sh) credit in graduate-level courses will be required. These are distributed as follows:

Core Courses	12 sh
Discipline Specialization Courses	9 sh
Approved Electives	6 sh
Master's Project	<u>3 sh</u>
Total Academic Credit	30 sh

Core Courses: There will be four core courses, each with three sh credit.

CE/EE/ME-601 Life-Cycle Design Engineering
CE/EE/ME-602 Product Assurance Engineering.
CE/EE/ME-603 Analysis and Simulation Methods
CE/EE/ME-604 Test and Evaluation Engineering

All students in the program must normally complete these specific courses. The only exception would be when a student had previously completed an equivalent course and this was transferred into the program.

Discipline Specialization Courses. Discipline specialization will allow the student to further develop his/her ability in a narrow area of engineering. A minimum of three courses must be completed. Thirteen specializations will be initially available, each under the cognizance of one of the engineering departments. These specializations are as follows:

Under Civil Engineering

- Environmental Systems
- Structural Systems
- Transportation Systems

Under Electrical Engineering

- Control Systems
- Electrical Power Systems
- Micro/Nanoelectronics
- Sensor Systems
- Software Engineering
- Telecommunication Systems

Under Mechanical Engineering

- Aerospace Systems
- Manufacturing Systems
- Systems Engineering
- Thermal Energy Systems

The student will select courses for his/her specialization from an approved list. The program will be initiated with lists using existing courses, mainly advanced courses in the cognizant department that have been dual-listed to the 500 level.

To address the needs of students who are employed, the proposed program will primarily (but not exclusively) have courses offered in the late afternoon, evenings, and possibly weekends. Included will be the core courses in the Materiel Engineering curriculum, as well as specialty courses mainly drawn from dual-listed offerings that can also be used as undergraduate electives. It should be noted, however, that dual-listed courses required in undergraduate programs will continue to be available, as needed, during regular hours.

According to the proposal, the proposed program will have no direct relationship to any of the existing graduate programs at AAM. However, it will make use of appropriate courses and faculty expertise across the university.

Collaboration: The School of Engineering at The University of Alabama in Huntsville (UAH) is being approached to allow certain of their graduate engineering courses to be listed for these specializations. This would be in accord with the existing AAM-UAH agreement wherein, under certain conditions, a graduate student at one institution may attend courses at the other.

Distance Education: The proposed program will use classroom instruction initially. However, because of the growing acceptance of distance learning, particularly for practicing professionals, program officials are preparing three classrooms for use in distance delivery.

Other possible applications of distance education include the following:

1. Excellent graduate-level engineering courses offered by other institutions in Alabama and other parts of the United States will be considered on a course-by-course basis for meeting program requirements, subject to a maximum limitation of twelve semester hours of transfer credit;
2. AAM also is considering including select online graduate courses from the Massachusetts Institute of Technology (MIT) with examinations administered by AAM graduate faculty members.

Admissions: AAM provided information regarding admissions requirements in the proposal. Applicants for admission to the Graduate School of AAMU must provide transcripts from each post-secondary school attended as well as a transcript of the Graduate Record Examination (GRE). They must also provide two letters of recommendation and submit details of any professional work experience. Students from countries speaking languages other than English are required to have a minimum score of 500 on the Test of English as a Foreign Language (TOEFL).

Unconditional Admission: To be admitted with regular status to the Master of Engineering program, an applicant will be required to have: 1) earned a bachelor's degree in an engineering program that had ABET accreditation at the time of graduation; 2) earned an overall Grade Point Average (GPA) of at least 3.00 on a scale of 4.00, or have passed the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering Examination, and 3) to have minimum Graduate Record Examination (GRE) scores of 600 on the quantitative portion and 1000 on the combined verbal and quantitative portions.

Conditional Admission: Applicants who do not meet the three above-listed requirements for unconditional admission may be admitted on a conditional basis under the following conditions:

1. **GPA or GRE Deficiency:** Persons with a bachelor's degree in engineering may receive Conditional Admission provided their GPA is at least 2.50 on all undergraduate engineering courses attempted. This condition also holds for individuals with a GRE deficiency, including those who have not taken the GRE.
2. **Degrees in Other Fields:** Individuals with a bachelor's degree in physics, mathematics, computer science, chemistry or other fields closely related to engineering may receive Conditional Admission provided they have completed the following: mathematics through differential equation; general chemistry; a series in Calculus-based Physics; Introductory Computer Programming; and other courses prescribed by the advising engineering department. Persons not meeting these minimum preparatory studies are advised to register as undergraduate students while completing this background.

The discipline specializations associated with the proposed programs are in the civil, electrical, or mechanical engineering departments at AAMU. Each department will establish a specific set of undergraduate topics that are associated with general competency in this discipline. Explicit prerequisites will be stated for each of the discipline courses, and these will be included in required background topics. These competency topics will include all mathematics normally in the corresponding undergraduate engineering program. Individuals who enter with provisional admission will be given regular admission when all background courses are completed.

3. Under Conditional Admission, a student may complete up to 15 semester hours credits recommended by the graduate advisor. A student in Conditional Admission is required to earn a minimum of 'B' grade in these courses to progress to Regular Admission; otherwise, the student will be dismissed from the School of Graduate Studies.

Non-Degree Graduate Status: With the advent of graduate courses in engineering, professionals in the community (government and industry) may desire to take certain of these courses for graduate credit without the formalities of applying for the graduate program. The AAMU School of Graduate Studies presently provides for the admission of such persons in a non-degree graduate status. To qualify for this admission, individuals must be a graduate of a regionally accredited institution in the United States with a 2.5 undergraduate GPA. They must also have the prerequisites for any course pursued at AAMU. Up to nine semester hours of graduate credit may be earned while in the non-degree status. Later, if the individual applies for and receives regular admission to the program, applicable credits earned with a grade of B or better may be applied to meeting the program requirements.

Need: According to the proposal, far more specialized knowledge is needed by engineers in the twenty-first century than can be covered in traditional four-year undergraduate engineering studies. The evolution of university engineering programs to the graduate level is widespread throughout the nation. As a member of the national community of Historically Black Colleges and Universities (HBCU), as well as a Land Grant Institution, AAM fulfills a mission of meeting community, region, and State needs in teaching, research, and public service, particularly in increasing the number of African-American engineers with graduate-level credentials. There are twelve HBCU institutions with accredited engineering programs. AAM is one of only two that do not presently offer graduate degrees in this field.

As has been reported to the Commission previously, there is a move within the engineering professional community to move entry level licensure to the post-baccalaureate level. The proposal provided information on the progress of this change. Among other organizations, the National Society for Professional Engineers (NSPE), has advocated the upgrading of state requirements to include post-baccalaureate education in the field. NSPE has adopted a policy stating this position:

NSPE believes that additional education beyond the four-year ABET degree will be required in order to meet the formal academic preparation necessary for the practice of engineering at the professional level in the 21st century.

In September 2006, the National Council of Examiners for Engineers and Surveyors adopted a revised Model Law stating that "an engineer intern with a bachelor's degree with an additional 30 credits of acceptable upper-level undergraduate or graduate-level coursework from approved course providers . . . may be competent to practice engineering." It is anticipated that Alabama, as well as other states, eventually will adopt a requirement for post-baccalaureate education as a prerequisite for standing the licensure examination. An outcome of the proposed program is the fulfillment of this anticipated requirement.

The proposal also asserted that, for most entry-level engineering positions in both government and industry, the salary is significantly higher for those holding master's degrees. Further, where experience is a qualifying requirement, it is widely accepted that a graduate degree in engineering substitutes for certain amounts of experience in that field.

Demographic data for AAM's region support the need for the program. The Huntsville metropolitan area is a leader in the South and ranks near the top nationally in the engineering percentage of the population. This prominence likely will continue to increase with the planned expansion of Army, NASA, and industrial high-technology activities. With the proposed program AAMU will be able to offer appropriate educational services to this enlarging population.

The proposal highlighted Huntsville's role a primary technology center in the United States, as well as AAM's relationship to that role. Approximately twenty different Army operations employ

approximately 20,000 persons locally, and NASA has about 5,000 in its Marshall Space Flight Center facilities. In the private sector, the high-technology firms employ even more. For the future growth of AAMU, it is vital that strong relationships be maintained by the university with these governmental and industrial organizations. AAM has been a source of qualified employees in a variety of disciplines for both government and industry. In addition, many employees of these organizations have taken advantage of graduate studies in physics, computer science, and business administration.

Over the next few years, the U.S. Army will relocate approximately 5,000 personnel positions to Redstone Arsenal, adjacent to Huntsville. This will include the entire activities of the Army Materiel Command, presently located in Washington, D.C. Included in these operations and their support contractors will be many engineers who need graduate studies. It is an objective of AAM to accommodate these persons, as well as persons preparing for future employment in these and similar activities, with the proposed graduate program.

The proposal provided information on projected job openings for the program. In the Huntsville Metropolitan Statistical Area (MSA), there were 12,470 persons employed as engineers as of the end of 2004, comprising 4.24 percent of the 294,000 total population. The proposal stated that a typical attrition rate would be 5 percent per year, creating around 600 openings each year. However, the changes associated with the federal government's Base Realignment and Closure (BRAC) is expected to increase the number of openings. As the result of BRAC, approximately 4,700 positions will be transferred to Redstone Arsenal over the next five years, including an estimated 2,100 engineers (civilian employees and contractors). It is expected that less than 30 percent of the affected personnel will make the move, resulting in approximately 300 additional openings for engineers related to the BRAC. Growth in the number of openings for engineers also is anticipated in the other MSAs in Alabama, as well as in the Southern Regional Education Board region.

The proposal cited data from the National Center for Education Statistics showing that about 78 percent of the persons pursuing master's degrees through U.S. institutions are doing so as part-time students. The data suggested that, if these persons are employed full-time, that there will be a need for graduate programs designed with their limitations in mind.

AAM officials also stated in the proposal that they anticipate that the addition of a master's program will improve the image of the overall engineering program and aid in obtaining funding for engineering research projects.

There currently is no program in the Commission's Academic Program Inventory with the title "Materiel Engineering." The proposal stated that, although materiel engineering is at the center of many government and industrial operations, no public institution of higher education in the United States presently offers graduate education in this discipline.

Student Demand: In order to estimate enrollment for the proposed program, AAM officials circulated an interest survey to students in senior-level engineering courses. Forty-two responses were received. Ninety-five percent indicated intent to pursue graduate studies (at any institution). One hundred percent supported the development of a master's program in engineering at AAM. Ninety-eight percent stated an interest in the proposed program with the same percentage expressing a preference for part-time study while employed. Ninety percent stated that they would recommend the proposed program to others.

AAM also conducted a survey of representative companies and government agencies that had fifty or more employees and had engineering as their major activity. The survey, sent to chief executive officers or human resource officers, asked for preferences for specialization courses in the proposed program and for preferences in class schedule and location. Sixty-four percent of the survey forms were completed and returned. The selections in specialization, schedule, and location information were used in planning the program proposal.

AAM officials used data from two existing master's programs in computer science and optics to aid in estimating enrollment, particularly part-time enrollment. Both programs have sustained their enrollment over several years.

Resources:

Faculty: According to the proposal, current faculty members of the three engineering departments who are qualified by the AAM Graduate School to teach graduate courses will constitute the primary faculty for the new program. For some supporting courses drawn from other departments, similar qualified faculty members will be used; however, these have not been identified at this time.

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

Number of additional faculty and support staff who will be employed to teach in the program during the first five years: Program officials anticipate that the program can be initiated with the existing full-time faculty, augmented by qualified part-time members for certain courses, according to the proposal. Additional full-time faculty will be added as the program grows. The following numbers of faculty are projected to be added over the first five years of the program.

Primary Faculty
Full-time: 6
Part-time: 10

Qualifications: The proposal stated that each new faculty member will be fully qualified to teach and advise in the proposed program. At a minimum, they must have a doctorate in their area of intended instruction with the dissertation in an appropriate subject. AAM will give preference to candidates who have direct experience in engineering, either with the government or industry. Licensing as a Professional Engineering will be highly desirable. Because the proposed program is expected to have close relationships with governmental activities, it is likely that United States citizenship or permanent resident status will be required.

Support Staff: Upon approval of the program, a senior administrator will be added to the staff of the Dean of Engineering and Technology to assist in implementing the program. Additional support in recruiting, customer and alumni relations, and community affairs will be available from existing support staff throughout the university.

The program will be supported by secretaries and other support staff currently used by the School of Engineering and Technology.

Equipment: According to the proposal, no special equipment is anticipated to be required for the proposed program. The program will be able to make use of over twenty specialty laboratories that are currently available, such as the Failure Analysis and Testing Lab (FACT).

Facilities: The program will be housed in a building built in 2003 to house the School of Engineering and Technology. Most of the program will be offered in late-afternoon, evening, and week-end sessions, which will allow for efficient use of existing classrooms. In addition, some of the specialty courses will be dual-listed and will be taught in classrooms already dedicated to undergraduate instruction. Therefore, no additions or alterations to existing facilities are anticipated initially. It is anticipated that courses also may be taught at a new government instructional facility, which is planned to be built just outside the controlled area of Redstone Arsenal. Several institutions currently have instructional activities located on the Redstone Arsenal installation.

Library: The proposal stated that the AAM Central Library and the Engineering and Science Building have an expanding collection of foundational materials for graduate studies. Because of the exponential growth of engineering and related subject matter, instructional programs increasingly are depending on electronic sources for up-to-date information. Both the library and the Engineering and Technology Building have adequate computer terminals for accessing needed electronic sources. AAM has subscribed to sources for the primary engineering and science periodicals, and these subscriptions will be expanded with the initiation of the master's program. In addition, AAM students have full access to the library at UAH. Students who are citizens or permanent residents also have access to the Redstone Scientific Information Center, which has a large archival collection of books, bound journals, and U.S. government documents.

Graduate Assistantship/Fellowship Stipends: Most of the projected students will have tuition support from government or industrial organizations, according to AAM officials. For full-time students with no occupational support, AAM has planned to grant a limited number of assistantships and fellowships.

Program Budget: AAM projects that a total of \$833,765 in new funds will be required to support the proposed program and that a total of \$873,766 will be available through tuition and internal reallocation.

Attachment 3

**Master of Engineering in Materiel Engineering
Typical Curriculum by Semester**

Civil Engineering – Structural Engineering Specialization

Year One:

Fall Semester

CE-601 Life-Cycle Design Engineering
CE-501 Structural Steel Design

Spring Semester

CE-602 Product Assurance Engineering
CE-502 Reinforced Concrete Design

Summer Term:

Approved Elective

Year Two:

Fall Semester

CE-603 Analysis and Simulation Methods
CE-506 Computer Analysis of Structures

Spring Semester

CE-604 Test and Evaluation Engineering
CE-690 Materiel Engineering Project

Summer Term

Approved Elective

Electrical Engineering – Micro/Nanoelectronics

Year One:

Fall Semester

EE-601 Life-Cycle Design Engineering
EE-524 Advanced Digital Systems

Spring Semester

EE-602 Product Assurance Engineering
EE-531 Semiconductor Engineering

Summer Term:

Approved Elective

Year Two:

Fall Semester

EE-603 Analysis and Simulation Methods
EE-551 Integrated Circuit Fabrication

Spring Semester

EE-604 Test and Evaluation Engineering
EE-690 Materiel Engineering Project

Summer Term

Approved Elective

Mechanical Engineering – Thermal Energy Systems

Year One:

Fall Semester

ME-601 Life-Cycle Design Engineering
ME-511 Power Plant Performance

Spring Semester

ME-602 Product Assurance Engineering
ME-512 Analysis and Synthesis of Gas Turbines and Components

Summer Term

Approved Elective

Year Two:

Fall Semester

ME-603 Analysis and Simulation Methods

ME-516 Gas Turbines

Spring Semester

ME-604 Test and Evaluation Engineering

ME-690 Materiel Engineering Project

Summer Term

Approved Elective

DECISION ITEM B-3: Chattahoochee Valley Community College (CVC),
Associate in Applied Science and Certificate in Homeland
Security (CIP 43.9999)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Homeland Security with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented January 2008. Based on Commission policy, the proposed program must be implemented by September 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 17, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2009-10 through 2012-13 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or that the program enhanced graduates' current employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal. The report should include information on the number of graduates who had credentials as nurses or first responders.

Chattahoochee Valley Community College 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 February 2013.

Rationale:

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

1. The proposed program has been developed in response to documented market demand in the institution's service area.
2. There are no other Homeland Security programs within one hundred twenty miles of CVC.
3. An Institutional facility and equipment appropriate for the program has been secured by CVC.
4. Grant funding has been acquired through the Center for Disease Control and the Department of Justice to assist in purchasing computers and equipment for the proposed program.
5. CVC projects that a total of \$491,000 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$760,480 will be available through internal reallocation and tuition.

Public Review:

The program was posted on the Commission website from June 25, 2007 until July 15, 2007 (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. Chattahoochee Valley Community College proposal, dated June 21, 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 Chattahoochee Valley Community College

PROGRAM Associate in Applied Science and Certificate in Homeland Security

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
FACULTY	\$35,000	\$35,000	\$35,000	\$37,000	\$37,000	\$179,000
LIBRARY	\$2,000	\$0	\$2,000	\$0	\$4,000	\$8,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$160,000
STAFF	\$25,000	\$25,000	\$25,000	\$27,000	\$27,000	\$129,000
OTHER	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
TOTAL	\$65,000	\$103,000	\$105,000	\$107,000	\$111,000	\$491,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
INTERNAL REALLOCATIONS	\$35,000	\$35,000	\$35,000	\$37,000	\$37,000	\$179,000
EXTRAMURAL	\$50,000	\$75,000	\$120,000	\$120,000	\$120,000	\$485,000
TUITION	\$8,280	\$14,400	\$19,080	\$25,000	\$29,700	\$96,480
TOTAL	\$93,280	\$124,400	\$174,080	\$182,020	\$186,700	\$760,480

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2008-09	2009-10	2010-11	2011-12	2012-13	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	16	22	29	35	22
NEW ENROLLMENT HEADCOUNT	10	12	16	21	25	17
DEGREE COMPLETION PROJECTIONS	0	4	8	16	22	12

Attachment 2

Summary of Background Information

Associate in Applied Science and Certificate in Homeland Security
Chattahoochee Valley Community College

Role: The proposed program is within the instructional role currently recognized for Chattahoochee Valley Community College (CVC).

Objectives: The objective of the Certificate and Associate in Applied Science degree programs in Homeland Security is designed to recruit, retain, and prepare students for positions and careers in the many Homeland Security professional arenas, including local, state, and federal Emergency Management and Response, Terrorism Awareness and Response Management, Hazardous Chemical Spill Response, Containment and Cleanup, Drug Enforcement and Drug Lab Abatement Operations, Explosives and Commercial Transportation of Hazardous Chemicals, and other First Responder Emergency Response professions.

Administration: The program will be administered by the Health Sciences Division of the college.

Curriculum: New courses will be added to the curriculum for the Homeland Security program as no other postsecondary or four-year institution offers Homeland Security in the state at this time. The following new courses will be added to the curriculum for this program.

<u>Course Number</u>	<u>Title</u>	<u>Credit Hrs</u>
HLS-100	Introduction to First Responder and Public Safety Careers	3-0-3
HLS-120	Homeland Security Strategies and Operational Techniques	3-0-3
HLS-142	Drug Investigations and Operations	3-0-3
HLS-155	Cyber Forensics and Information Security	3-0-3
HLS-160	Infectious Disease and Pandemic Viruses	3-0-3
HLS-190	Critical Infrastructure Assessment and Protection	3-0-3
HLS-205	Homeland Security Legal Issues	3-0-3
HLS-207	Language Barriers in First Responder Environments	3-0-3
HLS-210	GPS and GIS Support to First Responder Careers	3-0-3
HLS-215	Mass Casualty and Triage Management	3-0-3
HLS-216	Management Systems in Disaster Response and Recovery	3-0-3
HLS-217	Multi-Organizational Communications and Report Writing	3-0-3
HLS-221	Weapons of Mass Destruction	3-0-3
HLS-227	Disaster Management and Recovery	3-0-3
HLS-231	Crisis Management	3-0-3
HLS-241	Incident Management Team Operations	3-0-3
HLS-245	Bio-Defense and Agro-Terrorism	3-0-3
HLS-250	Capstone First Responder Computer Simulation Exercise I	1-2-3
HLS-251	Capstone First Responder Computer Simulation Exercise II	1-2-3
HLS-290	Selected Topics Seminar in Homeland Security	3-0-3

Program Completion Requirements:

<u>AAS:</u>	
General Education	24 sh
Homeland Security Core	28 sh
Electives	12 sh
Total AAS	64 sh

<u>Certificate</u>	
General Education	12 sh
Homeland Security Core	22 sh
Electives	12 sh
College Orientation	1 sh
Workplace Skills Development	1 sh
Total Certificate	48 sh

Accreditation: There is no accreditation agency providing specific certifications within Homeland Security at this time. CVC plans to pursue certifications closely aligned to Homeland Security and Emergency Management that would enhance the students' credentials upon completion of the program.

Collaboration: Since no other postsecondary or four-year institution offers Homeland Security in Alabama at this time, articulation opportunities in-state are limited. However, Jacksonville State University will articulate the transfer of skills-emphasis credits for its B.S. in Emergency Management program.

Distance Education: The use of distance education technology will be used and delivered at forty percent throughout the program. Blackboard and Tegrity e-learning platforms are already in place and in use on campus for the delivery of the proposed program. CVC will utilize an existing grant through the Department of Justice and the Centers for Disease Control to assist in the initial start-up of the Homeland Security program.

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

Student Demand: According to CVCs proposal, student demand for the Homeland Security academic program is expected to be significant. Surveys indicate current worker demand for all programs aligning with "Security-Type" environments, specifically Fire Science, Criminal Justice, or Emergency Medical Services, are in demand. According to program officials, demand is expected to come from individuals already holding credentials or jobs (nurses, police officers, firefighters, paramedics, and other first responder occupations), as well as students seeking initial occupational training. CVC's Homeland Security AAS degree and Certificate is expected to be in demand and have a continuing demand for the foreseeable future. Information from first-responder agency representatives was considered in projecting student demand for the program.

Need: The proposed program will be the only program of this kind within the state's two-year college system. Alabama currently has only one program with a similar curriculum through Jacksonville State University's Institute for Emergency Preparedness. Most first responder positions, however, do not require a four-year degree for entry level employment. Most require a Certificate or two-year AAS degree.

Since the occupational and program model are new, discrete state and local job projections are limited. CVC officials provided information on job projections for several occupations that would have individuals interested in the program: Nurses, Emergency Medical Services personnel, firefighters, and police officers. There are numerous openings in the local area for these personnel, and these are expected to increase over the next several years

CVC determined employment projections through meetings and interviews over the last year with various officials associated with first responders within the CVC local area. Participating agencies included: the Phenix City Police Department; Phenix City Fire and Rescue; Russell County Emergency Management; the Russell County Sheriff's Department; Summit Hospital (Phenix City); the mayors' offices of Phenix City and Columbus, Georgia; the US Army Fort Benning Fire and Rescue Department; volunteer firefighting agencies; and the local offices of the Federal Bureau of Investigation and the Bureau of Alcohol, Tobacco, and Firearms. There was widespread interest in the program from these representatives, particularly related to the availability of the program for persons already employed in the agencies.

The proposed program is being developed with the support of grants from the Department of Justice and the Centers for Disease Control. Lawrence Livermore National Labs, who is providing simulation software, is interested in using the model for the program at other two-year colleges nationally.

Resources:

Faculty/Staff: Currently, the number of faculty members employed to teach in the program will be a total of six primary faculty members, one full-time and five part-time. CVCC will obtain eight additional primary faculty members, two full-time and six part-time, and one full-time support faculty member. Additional support faculty members will include administrative support only and consist of student and faculty educational and academic support.

Equipment/Facilities: Additional equipment required for the program include computers, lab equipment and simulation software programs. This additional equipment has been acquired through grant funds from the Center for Disease Control and the Department of Justice. Through a licensure and maintenance agreement with the University of California, Lawrence Livermore National Labs, computer event simulation software has been acquired to enhance instructional programs. This software, Advanced Combat and Tactical Simulations, has been received on campus and is ready for implementation within the Homeland Security program. Licensure costs for this software are zero; however, maintenance cost will total \$40,000. This cost was funded through the Department of Justice.

Library: Currently, there are 343 titles in CVC's library that are associated with the First Responder career field. An additional \$12,000 will be used to acquire additional textbooks and research materials to ensure adequate and appropriate materials are identified and acquired.

Program Budget: FSC projects that a total of \$491,000 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$760,480 will be available through internal allocation, extramural funds, and tuition.

Attachment 3

Curriculum for Proposed Program

AAS in Homeland Security

COURSE NUMBER	TITLE	THEORY CONTACT HRS/WK	LAB CONTACT HRS/WK	CREDIT HOURS
ORI-101 ^R	College Orientation	1	0	1
First Semester: General Education Requirements (GE)				
ENG-101	English Composition I (GE)	3	0	3
MTH-100 or 110	Intermediate Algebra or Finite Math (GE)	3	0	3
CIS-146	Microcomputer Applications (GE)	3	0	3
HLS-100*	Introduction to First Responder Careers and Public Safety	3	0	3
WKO-101	Workplace Skills Development (GE)	1	0	1
Total		14	0	14
Second Semester:				
HLS-120	Homeland Security Strategies and Operational Techq.	3	0	3
HLS-155/CIS-282	Cyber Forensics and Information Security	3	0	3
SPH-106 or 107	Fund. of Human Communication or Public Speaking (GE)	3	0	3
ENG-102/131	English Composition II or English 131 (GE)	3	0	3
Total		12	0	12
Third Semester:				
HLS-190	Critical Infrastructure Assessment and Protection	3	0	3
HLS-205	Homeland Security Legal Issues	3	0	3
PSY-200	General Psychology (GE)	3	0	3
POL-220/211	State and Local Govn't or American National Govn't (GE)	3	0	3
Total		12	0	12
Fourth Semester:				
HLS-215	Mass Casualty and Triage Management	3	0	3
HLS-216	Management Systems in Disaster Response and Recov.	3	0	3
EMS-100	Cardiopulmonary Resuscitation I	1	0	1
HLS-245	Bio-Defense and Agro-Terrorism	3	0	3
HLS-250*	Capstone First Resp. Computer Simulation Exercise I	1	2	3
Total		11	2	13
Fifth Semester:				
EMS-101	Cardiopulmonary Resuscitation II	1	0	1
HLS-217*	Multi-Organizational Communications and Report Writing	3	0	3
PHS-112/CHM-104	Physical Science II or Intro to Organic Chemistry (GE)	2	2	4
HLS-231	Crisis Management	3	0	3
HLS-251*	Capstone First Resp. Computer Simulation Exercise II	1	2	3
Total		10	4	13

Certificate in Homeland Security

Course Number	Title	Credit Hr
General Education Requirements for Certificate		
ENG-101 or 131	English Composition I or Applied Writing	3
SPH-107	Fund. of Human Communication or Public Speaking	3
MTH-100 or 110	Intermediate Algebra or Finite Math	3
CIS-146	Microcomputer Applications	3
Total Hours		12
Required Homeland Security Courses		
HLS-100	Introduction to First Responder and Public Safety Careers	3
HLS-120	Homeland Security Strategies and Operational Techniques	3
HLS-190	Critical Infrastructure Assessment and Protection	3
HLS-217	Multi-Organizational Communications and Report Writing	3
HLS-221	Weapons of Mass Destruction	3
HLS-250	Capstone First Responder Computer Simulation Exercise I	3
HLS-251	Capstone First Responder Computer Simulation Exercise II	3
EMS-100	Cardiopulmonary Resuscitation I	3
Total Hours		22
HLS	Electives	12
ORI-101	College Orientation	1
WKO-101	Workplace Skills Development	1
Certificate Total		48

DECISION ITEM B-4: Faulkner State Community College, Associate in Applied Science and Certificate in Emergency Medical Services (Paramedic) (CIP 51.0904)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Emergency Medical Services (Paramedic) with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented January 2008. Based on Commission policy, the proposed program must be implemented by September 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 admissions headcount for the first five years will be at least 7, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2008-10 through 2011-13 will be at least 9, based on the proposal.
3. That information be provided regarding progress toward accreditation of the program by the Committee on Accreditation of Education Programs for the Emergency Medical Services Profession (CoAEMSP).
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.

Faulkner State Community College (FSC) 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 February 2013.

Rationale:

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

1. The proposed program has been developed in direct response to documented market demand in the local service area of Baldwin County.
2. There are no Emergency Medical Services (Paramedic) programs in FSC's service area.
3. A 40ft X 40ft classroom facility on the Gulf Shores campus will house the proposed EMS (Paramedic) program.
4. FSC projects that a total of \$377,000 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$785,800 will be available through internal reallocation and tuition.

Public Review:

The program was posted on the Commission website from June 25, 2007 until July 15, 2007 (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. Faulkner State Community College proposal, dated June 22, 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 Faulkner State Community College

PROGRAM Associate in Applied Science and Certificate in Emergency Medical Services (Paramedic)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
FACULTY	\$50,000	\$70,000	\$70,000	\$70,000	\$70,000	\$330,000
LIBRARY	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$20,000	\$5,000	\$0	\$0	\$0	\$25,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$3,000	\$5,000	\$3,000	\$3,000	\$3,000	\$17,000
TOTAL	\$74,000	\$81,000	\$74,000	\$74,000	\$74,000	\$377,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
INTERNAL REALLOCATIONS	\$74,000	\$81,000	\$74,000	\$74,000	\$74,000	\$377,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$42,400	\$81,400	\$95,000	\$95,000	\$95,000	\$408,800
TOTAL	\$116,400	\$162,400	\$169,000	\$169,000	\$169,000	\$785,800

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2008-09	2009-10	2010-11	2011-12	2012-13	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	12	14	14	14	12
NEW ENROLLMENT HEADCOUNT	8	6	8	8	8	7
DEGREE COMPLETION PROJECTIONS	6	6	11	11	12	9

Attachment 2

Summary of Background Information

Associate in Applied Science and Certificate in Emergency Medical Services (Paramedic)
Faulkner State Community College

Role: The proposed program is within the instructional role currently recognized for Faulkner State Community College (FSC).

Objectives: The objective of the Certificate and Associate in Applied Science degree programs in Emergency Medical Services (Paramedic) is to provide students the opportunity to acquire knowledge, skills and attitudes necessary to enter and progress within the EMS (Paramedic) occupations as employees of pre-hospital care providers and other health care facilities that provide emergency medical care.

Students graduating and completing a program in EMS (Paramedic) at the certificate and/or associate degree level are expected to do the following:

- a) demonstrate the ability to assess, plan, implement and evaluate the appropriate pre-hospital interventions for each client utilizing principals from the related sciences;
- b) demonstrate proficiency in all technical skills required in their role as EMS providers;
- c) demonstrate behaviors consistent with the professional expectations of their community;

Administration: The program will be administered by Dr. Nancy Chandler of the Instructional Division of the college.

Curriculum: There will be an AAS in EMS (Paramedic) and a certificate in EMS (Paramedic). Both the Certificate and the AAS in EMS (Paramedic) are occupational training programs and are transferable under Statewide Transfer and Articulation Reporting System (STARS) to any public institution in Alabama. The forty-three core skill-specific credit hours, in both the Associate of Applied Science degree and the Certificate, are not transferable to senior institutions. The AAS will require 70 semester hours (sh), and the certificate program will require 60 sh.

Program Completion Requirements:

<u>AAS:</u>	
General Education	27 sh
Emergency Medical Services Core	43 sh
Total -- AAS	70 sh

<u>Certificate:</u>	
General Education	17 sh
Emergency Medical Services Core	43 sh
Total – Certificate	60 sh

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

COURSE NUMBER	COURSE TITLE	CREDIT HOUR VALUE
EMP 189	Applied Anatomy & Physiology for the Paramedic	4
EMP 191	Paramedic Preparatory	2
EMP 192	Paramedic Operations	3
EMP 193	Patient Assessment & Management	3
EMP 194	Paramedic General Pharmacology	2
EMP 195	Advanced Trauma Management A	6
EMP 199	Cardiovascular Electrophysiology	3

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EMP 198	Medical Patient Management I	3
EMP 200	Medical Patient Management II A	6
EMP 203	Cardiovascular Patient Management	3
EMP 204	Transition to Paramedic Practice	3
EMP 205	Paramedic Terminal Competencies	2
EMP 206	Paramedic Field Preceptorship	6
EMP 207	Paramedic Team Leader Preceptorship	1

Accreditation: FSC will seek accreditation through the Committee on Accreditation of Education Programs for the Emergency Medical Services Profession (CoAEMSP). Upon receiving full accreditation by CoAEMSP, the Alabama Department of Public Health Medical Services division will recognize the institution's endorsement and continue to allow FSC graduates to test for the state EMT license. The initial accreditation period by CoAEMSP is two years and begins with the first Paramedic course.

Collaboration: FSC will not collaborate with other institutions, stating program collaboration was not deemed financially feasible. According to the case study information received during meetings with local fire chiefs, their efforts to collaborate with other institutions to bring paramedic training to Baldwin County were not successful.

Distance Education: The use of distance education technology is not anticipated for this program.

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

Student Demand: According to FSC's proposal, a survey of potential students was conducted and 140 potential students from the institution expressed interest in the EMS (Paramedic) program. Approximately seventy percent indicated that the perceived need for a paramedic program at FSC was very high or high. Twenty-two students expressed an interest in paramedic as a possible career choice. Fifty-three students stated they would be interested in pursuing a paramedic program, if it were available at FSC.

Need: The proposed program is currently not offered in FSC's service area. The nearest EMS (Paramedic) program is approximately 50 miles from FSC's Gulf-Shores campus. FSC officials provided information concerning need for the program. This need has been established by information from the Occupational Profile-America's Career Info-Net, a needs assessment survey of local emergency service providers, and local fire department representatives in Baldwin County. According to the Occupational Profile-America's Career Info-Net, during the ten year period from 2004-2014, there will be a twenty-seven percent increase in demand for emergency medical technicians and paramedics nationally, and a thirty-six percent increase in Alabama. There is a significant demand for paramedics in the college's local service area. In the Spring of 2006, FSC was contacted by local fire department representatives about implementing a paramedic program. Representatives from the college met with local fire department representatives and South Baldwin Regional Medical Center representatives to discuss the county's strong need and past failures in earlier attempts to bring existing paramedic training to Baldwin County.

An in-house needs assessment form was developed. Nine providers were surveyed. The results of the preliminary employer needs assessment survey documented a need for seventeen paramedics within the next six months, an additional twenty-two in the next year, and an additional fifty-one within the next three to five years. A second needs assessment survey was conducted and it concluded that seventy-four percent indicated the need was high and twenty-six percent indicated that the need was critical. Eighty-one percent of the survey respondents were from Baldwin County EMS providers, and nineteen percent were from Mobile EMS providers.

Resources:

Faculty/Staff: Currently, the number of faculty members employed to teach in the program will be a total of two primary faculty members, one full-time and one part-time. There will be one support faculty member serving the program on a part-time basis. These faculty members currently teach in the FSC's basic program and will be utilized on an as-needed basis in the proposed paramedic program. Additional faculty members will be employed as adjunct faculty during the first five years of the program as enrollment demand increases. The qualifications of any new faculty members will be the same as the requirements stated in Postsecondary Faculty Credentials.

Equipment/Facilities: FSC has a 40ft X 40ft classroom on the Gulf Shores Campus to house the proposed EMS (Paramedic) program. Equipment was purchased for the implementation of the EMS basic program in the Fall of 2006 and will be incorporated into the proposed EMS (Paramedic) program. Additional equipment to be purchased for the proposed program will total \$20,000. This equipment includes cardiac monitors, simulators, IV equipment, TV, video, and computer software. FSC has secured clinical agreements with MEDSTAR emergency services, Infirmiry Health Systems, Inc., and South Baldwin Regional Medical Center to accommodate the program's projected growth over the next five years.

Library: Learning resources currently include library resources and a computer lab. The Austin Meadows Learning Resource Center, FSC's library, contains an audiovisual auditorium, a conference room, computers, and word processing equipment for student use. Students are encouraged to use the Alabama Virtual Library database to cover their specific area of study. This database can be accessed by obtaining a password from a library official. An annual budget of \$1000 for the first five years of program implementation for library resources has been planned for and is included in the projected funds.

Program Budget: FSC projects that a total of \$377,000 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$785,800 will be available through internal allocation, extramural funds, and tuition.

Attachment 3

Curriculum for Proposed Program

AAS in Emergency Medical Services (Paramedic)

Term 1 Spring Semester 2008

Core Courses		10 sh
EMP 191	Paramedic Preparatory	2 sh
EMP 192	Paramedic Operations	3 sh
EMP 193	Patient Assessment and Management	3 sh
EMP 194	Paramedic General Pharmacology	2 sh
General Education		5 sh
BIO 201	Human Anatomy & Physiology I	4 sh
WKO 107	Workplace Skills Preparation	1 sh
Total		15 sh

Term 2 Summer Semester 2008

Core Courses		9 sh
EMP 195	Advanced Trauma Management A	6 sh
EMP 199	Cardiovascular Electrophysiology	3 sh
General Education		10 sh
BIO 202	Human Anatomy & Physiology II	4 sh
MTH 100/ or MTH 112	Mathematics	3 sh
CIS 146	Microcomputer Applications	3 sh
Total		19 sh

Term 3 Fall Semester 2008

Core Courses		12 sh
EMP 198	Medical Patient Management I	3 sh
EMP 200	Medical Patient Management II A	6 sh
EMP 203	Cardiovascular Patient Management	3 sh
General Education		6 sh
ENG 101	English Composition	3 sh
PSY 200	General Psychology	3 sh
Total		18 sh

Term 4 Spring Semester 2009

Core Courses		12 sh
EMP 204	Transition to Paramedic Practice	3 sh
EMP 205	Paramedic Terminal Competencies	2 sh
EMP 206	Paramedic Field Preceptorship	6 sh
EMP 207	Paramedic Team Leader Preceptorship	1 sh
General Education		6 sh
SPH 107	Fundamentals of Public Speaking	3 sh
MUS 101 or ART 100	Elective	3 sh
Total		18 sh

Total Program Credit Hours **70 sh**

Certificate in Paramedic

Term 1 Spring Semester 2008

Core Courses		10 sh
EMP 191	Paramedic Preparatory	2 sh
EMP 192	Paramedic Operations	3 sh
EMP 193	Patient Assessment and Management	3 sh
EMP 194	Paramedic General Pharmacology	2 sh
General Education		3 sh
CIS 146	Computer Applications	3 sh
Total		13 sh

Term 2 Summer Semester 2008

Core Courses		9 sh
EMP 195	Advanced Trauma Management A	6 sh
EMP 199	Cardiovascular Electrophysiology	3 sh
General Education		7 sh
EMP 189	Applied Anatomy & Physiology for the Paramedic	4 sh
MTH 116	Mathematical Applications	3 sh
Total		16 sh

Term 3 Fall Semester 2008

Core Courses		12 sh
EMP 198	Medical Patient Management I	3 sh
EMP 200	Medical Patient Management II A	6 sh
EMP 203	Cardiovascular Patient Management	3 sh
General Education		4 sh
WKO 107	Work Place Skills Preparation	1 sh
ENG 101	English Composition	3 sh
Total		16 sh

Term 4 Spring Semester 2009

Core Courses		12 sh
EMP 204	Transition to Paramedic Practice	3 sh
EMP 205	Paramedic Terminal Competencies	2 sh
EMP 206	Paramedic Field Preceptorship	6 sh
EMP 207	Paramedic Team Leader Preceptorship	1 sh
General Education		3 sh
SPH 107	Fundamentals of Public Speaking	3 sh
Total		15 sh

Total Program Credit Hours **60 sh**

DECISION ITEM C-1: Troy University, Addition of a Concentration in Hospitality and Tourism Management to the Existing BA/BA / BS/BA in 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 Bachelor of Arts in Business Administration (BA/BA) and the Bachelor of Science in Business Administration (BS/BA) at CIP 52.0201 in the Academic Program Inventory. TROY proposes the addition of a concentration in Hospitality and Tourism Management to the program.

According to information submitted by TROY, the proposed concentration requires the same core courses already in place in the existing program in Business Administration. The core curriculum of required courses remains unchanged in order to provide the foundational common knowledge in business administration.

The program with the proposed concentration will require a total of 72 semester hours (sh):

Programmatic Core	42 sh
Track	21 sh
Electives	9 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 C-2: Troy University, Addition of a Concentration in International Economic Development to the Existing BA/BA / BS/BA in Business and Management, General (CIP 52.0101)

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: Troy University (TROY) currently has the Bachelor of Arts in Business Administration (BA/BA) and the Bachelor of Science in Business Administration (BS/BA) at CIP 52.0101, Business and Management General, 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 proposed concentration requires the same core courses already in place in the existing program. The purpose of the new concentration area is to offer a unique, interdisciplinary undergraduate experience to prepare students for professional positions within the broad field of economic development.

The program with the proposed concentration will require a total of 72 semester hours (sh):

Programmatic Core	42 sh
Track	21 sh
Electives	9 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 C-3: Jacksonville State University, Addition of a Concentration in Athletic Administration to the Existing Master of Public Administration (CIP 44.0401)

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: Jacksonville State University (JSU) currently has the Master of Public Administration at CIP 44.0401 in the Academic Program Inventory. JSU proposes the addition of a concentration in Athletic Administration to the program.

The proposed concentration will accommodate individuals that desire work in city and county recreation departments as well as athletic departments at community/junior colleges and universities. The concentration in Athletic Administration will require an additional 15 sh, as indicated in the curriculum below.

15 sh Core Curriculum
15 sh Concentration
6 sh Selected w/faculty advisement

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 C-4: Jacksonville State University, Addition of a Concentration in Coaching to the Existing B.S. in Secondary Education (CIP 13.1205)

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: Jacksonville State University (JSU) currently has the Bachelor of Science in Secondary Education at CIP 13.1205, in the Academic Program Inventory. JSU proposes the addition of a concentration in Coaching to the program.

The Secondary Education program will continue to include professional studies courses and courses in the student's teaching field required for Class B Teaching Certification. The track in Coaching will require an additional 12 semester hours.

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 C-5: The University of Alabama at Birmingham, Addition of an Option in Forensic Chemistry to the Existing Bachelor of Science in Chemistry (CIP 40.0501)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Science in Chemistry at CIP 40.0501 in the Academic Program Inventory. UAB proposes the addition of an option in Forensic Chemistry to the program.

According to information submitted by UAB, the proposed option will be a total of 130 (sh) requiring additional coursework to meet all of the requirements as set forth by the American Association of Forensic Science (AAFS). The additional coursework involves advanced courses in instrumental analysis (chemistry), molecular genetics (biology), and forensic toxicology (justice sciences) that are not required for students in UAB's other American Chemistry Society (ACS) accredited degree programs.

The program with the option will require a total of 130 semester hours (sh):

General Education Core	45 sh
Chemistry Core	49 sh
Forensic Chemistry Option	33 sh
Elective	3 sh

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 D: Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2007-2008 Academic Year

Staff Presenter: Mrs. Cheryl Newton
Grants Coordinator

Staff Recommendation: That the Commission conduct a public drawing to determine the order of payment to institutions.

Background: Chapter 300-4-.04 of the Alabama Student Grant Program Regulations states the order in which institutions will be issued Fall term checks shall be determined by a random and public drawing of institutions. Pursuant to the regulations, sealed envelopes of the institutions which have declared their intentions to apply for participation in the ASGP for the 2007-2008 academic year have been provided to the Commission Chairman, Mr. Brooks, in order for the drawing to be held.

The results of the drawing at this meeting will determine the order in which grant funds will be released to institutions for the fall term. After all Fall term payments are issued, the order will be reversed – so the institution ranked first for Fall term drops to last place for second term payment.

Supporting Documentation: Chapter 300-4-.04 of the Alabama Student Grant Program Regulations (available upon request).

INFORMATION ITEM A: Troy University. Change in Concentration Name from Cell and Molecular Biology to Biomedical Sciences in the BA/BS in Biology at CIP 26.0101

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Troy University (TROY) plans a change in the name of the Cell and Molecular Biology concentration in the BA/BS in Biology, CIP 26.0101, to Biomedical Sciences. The change will reflect a current trend toward the use of biomedical sciences nomenclature.

According to information submitted by TROY, the proposed concentration name change will provide a more appropriate name for the concentration, recognizing the increasingly important role of biotechnology in shaping the medical and allied health fields.

Supporting Documentation:

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

INFORMATION ITEM B: Troy University, Change in Track Name in Speech Communication to Communication Studies in the Existing BA/BS in Communication Arts (CIP 23.1001)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Troy University (TROY) plans a change in track name from Speech Communication to Communication Studies in the Communication Arts, BA/BS, CIP 23.1001.

According to information submitted by TROY, the new track name is designed to bring currency and relevancy to the program and allow graduates greater access to communication related internships, communication related careers, and/or communication related graduate programs.

Supporting Documentation:

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

INFORMATION ITEM C: University of North Alabama, Division of the Department of Social Work and Criminal Justice into the Department of Social Work and the Department of Criminal Justice

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Board of Trustees of the University of North Alabama (UNA) has approved the division of the Department of Social Work and Criminal Justice into two departments: the Department of Social Work and the Department of Criminal Justice. The change is being made in recognition of the differences in the disciplines and to assure appropriate leadership for both of the program areas.

Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments, do not require Commission approval, but must be reported to the Commission by information item prior to implementation.

Supporting Documentation:

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

INFORMATION ITEM D-1: Program Meeting Post-Implementation Conditions: Reid State Technical College, Associate in Applied Science and Certificate in Computer Science, CIP 11.0101

Staff Presenter: Mrs. Ellen E. Haulman
Assistant Director for Instruction

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 submitted by Reid State Technical College. Available upon request.

Summary of Report on Post-Implementation Conditions

Reid State Technical College

Program: Computer Science, AAS and Certificate, CIP 11.0101

Approved by the Commission: December 14, 2001

Proposed Implementation Date: January 2002

Actual Implementation Date: January 2002

Post-Implementation Conditions:

- 1) That the annual average headcount enrollment for the first five years (January 2002-December 2006) be at least 27, based on the proposal.
- 2) That the annual average number of graduates for the first five years (January 2002-December 2006) will be at least 13, based on the proposal.
- 3) That a follow-up survey will 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 on page 2 of the program proposal.

Computer Science, AAS and Cert., CIP 11.0101	Headcount Enrollment	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	27	13	75%
Reported	45.4	14	78.6%

- Condition 4: The following overall assessment was provided by the institution:

The first five years of the Computer Information Systems program have been very successful with over 78 percent of its graduates working in related areas. Averaging 14 graduates per year indicates the need for the existing program. CIS currently offers a variety of courses that can lead to industry certifications such as CompTIA's A+, Network +, and Security +. The CIS courses can also lead to several Microsoft certifications that include Microsoft Certified Professional (MCP), Microsoft Certified System Administrator for Windows Server 2003, and Microsoft Office Specialist.

Computer Information Systems is now a Pearson Virtual University Enterprises (VUE) testing site which will allow students to test for certifications where they train. Computer Information Systems has its own web site, using Moddle (Open Source software), which allows it to offer hybrid classes to meet the demands of the students who want exposure to on-line type training. As a member of the Microsoft Developer's Network Academic Alliance, CIS can offer upgrade software to the students, while assisting them with hands-on experience working on computers.

INFORMATION ITEM D-2: Program Meeting Post-Implementation Conditions: Troy University, Master of Science in International Relations, CIP 45.0901

Staff Presenter: Mrs. Ellen E. Haulman
Assistant Director for Instruction

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 submitted by Troy University, February 2006.

2. Letter from Dr. Dianne L. Barron, Associate Provost and Dean, Graduate School, Troy University, dated July 9, 2007.

2. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

Troy University

Program: International Relations, MS, CIP 45.0901

Approved by Commission: December 8, 2000

Proposed Implementation Date: Fall 2001

Implementation Date: Fall 2001

Post-Implementation Conditions:

- 1) That the annual average FTE enrollment for the first five years will be at least 12. (FTE equals master's level Fall semester hours divided by 12.)
- 2) That the annual average number of graduates for the first five years will be at least 12.
- 3) That a follow-up survey be conducted after the first five years which will show at least 75 percent of the graduates who sought employment in a related field were successful in acquiring employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to the objectives and assessment measures stated on the first page of the attached abstract.

International Relations, MS, CIP 45.0901	Average Enrollment for the First Five Years	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	12 FTE	12	75%
Reported	121.43	80.6	85%

- Condition 1: Enrollment has ranged from 60.5 FTE in Fall 2001 to 174.5 FTE in Fall 2005.
- Condition 3: In response to a staff request, TROY provided additional information regarding the employment of graduates in July 2007. A new survey of graduates was conducted in late 2006 because of a poor response to the initial graduate survey. A total of 212 responses were received for the new survey (a 57 percent response rate). Eighty-five percent of the respondents reported that they are employed in a related field.
- Condition 4: According to the report, the numbers of enrollments, graduates, and overall positive response to the program have exceeded the original expectations.

INFORMATION ITEM D-3: Program Meeting Post-Implementation Conditions:
University of Alabama in Huntsville, Bachelor of Arts in
Philosophy, CIP 38.0101—Second Report

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission receive this second report documenting that the program meets all post-implementation conditions adopted at the time the program was approved.

Background: On June 25, 2004, the Commission granted the University of Alabama in Huntsville (UAH) additional time in meeting the post-implementation condition regarding graduates for the Bachelor of Arts (BA) in Philosophy (CIP 38.0101). The Commission approved the additional time with the stipulation that UAH demonstrate by October 1, 2007, that the program had met the post-implementation condition regarding the average number of graduates for the period 2002-03 through 2006-07. The requirement was that the program should have an average of 7.5 graduates per year.

On July 16, 2007, the Commission staff received a report from UAH in fulfillment of the Commission's requirement. It demonstrated that the program had graduated an average of 10 students per year for the period 2002-03 through 2006-07.

With the submission of this report UAH has fulfilled all post-implementation conditions for the program.

Supporting Documentation: 1. Program that Does Not Meet Post-Implementation Conditions: University of Alabama Huntsville, Bachelor of Arts in Philosophy, CIP 38.0101 [with request for additional post-implementation review]. Approved by the Commission on June 25, 2004. Available upon request.

2. Second report dated July 13, 2007, submitted by Dr. Lewis Radonovich, Provost, UAH. Available upon request.

<u>INFORMATION ITEM D-4:</u>	<u>Program Meeting Post-Implementation Conditions: Gadsden State Community College, Associate in Applied Science in Child Development, CIP 19.0708</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>	<ol style="list-style-type: none">1. Unpublished post-implementation report submitted by Gadsden State Community College. Available upon request.2. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

.Summary of Report on Post-Implementation Conditions

Gadsden State Community College

Program: Child Development, AAS, CIP 19.0708 (formerly 20.0201)

Approved by Commission: August 10, 2001

Proposed Implementation Date: Fall 2001

Actual Implementation Date: Fall 2001

Post-Implementation Conditions:

- 1) That the annual average headcount enrollment for the first five years be at least 22 students.
- 2) That beginning in 2001-02, the annual average number of graduates for the first five years will be at least 12.
- 3) That a follow-up survey will be conducted after five years which will show that at least 75 percent of the graduates who actively sought employment have found employment in the field.
- 4) At least 90 percent of the child development students will pass a detailed, comprehensive program outcomes test (to be developed by the institution) with 80 percent accuracy prior to completion of the associate degree. This test must assess the professional competencies outlined in Section 648A (1) (A) of the Head Start Act.

Child Development, AAS, CIP 19.0708	Headcount Enrollment	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	22	12	75%
Reported	140	29	88%

- The program was merged with the Child Development program at Ayers State Technical College with the merger of the two institutions in 2003.
- Condition 4: GAD provided outcomes information on the Comprehensive Program Outcomes Test," demonstrating that the condition had been met. A copy of the assessment was included in the report.

INFORMATION ITEM E-1:

Program Not Meeting Post-Implementation Conditions:
Northwest-Shoals Community College, Associate in
Applied Science in Environmental Technology,
CIP 15.0507

Staff Presenter:

Mrs. Ellen E. Haulman
Assistant Director for Instruction

Disposition of the Program:

The Alabama Department of Postsecondary Education (ADPE) has notified the Commission staff that the Associate in Applied Science in Environmental Technology, CIP 15.0507, will be phased out. The program is being deleted from the Commission's Academic Program Inventory (see "Changes to the Academic Program" in this packet.) Though no new students will be admitted, students currently enrolled will be allowed to complete the program.

Background:

The program was approved on August 10, 2001. The post-implementation report was received on August 31, 2006.

The program did not meet several post-implementation conditions, including those related to graduates and the hiring of a program director. The report stated that the college has undergone many changes in the period 2003-06 that have collectively hindered the "intense focus" originally planned for this program.

Supporting Documentation:

1. Unpublished post-implementation report submitted by the Northwest Shoals Community College.

Summary of Report on Post-Implementation Conditions

Northwest-Shoals Community College

Program: Environmental Technology, AAS, CIP 15.0507

Approved by Commission: August 10, 2001

Post-Implementation Conditions:

- 1) That the annual average enrollment for the first five years will be at least 17 students.
- 2) That beginning in 2002-03 (year two) and continuing through academic year 2005-06, the annual average number of graduates will be at least 12.
- 3) That NWS employ a full-time instructor who will serve as program director. One of the primary responsibilities of this person must be the recruitment of students.
- 4) For five years, at the end of each academic year, NWS must file an annual report which: (a) gives the number of students currently enrolled, (b) demonstrates the academic progress of all declared majors, and (c) indicates the number of persons who have graduated during that particular year.
- 5) That a follow-up survey will be conducted after five years which will show that at least 75 percent of the graduates who actively sought employment have found employment in the field.
- 6) At the end of academic year 2005-06, NWS will provide the Commission with a report summarizing the results of any: (a) student/alumni feedback surveys concerning course content and learning effectiveness, and (b) employer feedback surveys assessing the performance of graduates. The results of the surveys should indicate that a majority of the respondents have a favorable impression of the program. The institution should also be able to provide documentation detailing how any program weaknesses identified by the respondents have been addressed. The report will also summarize the results of the evaluation measures developed by the institution to assess the academic performance of the students in the proposed program. The report must indicate that the passage rates of students are within institutional norms established for all vocational/occupational programs.

Environmental Technology, AAS, CIP 15.0507	Average Enrollment for the First Five Years	Average Number of Graduates, Beginning 2002-03	Percentage of Graduates Employed in Field
Required	17	12	75%
Reported	28	2.4	**

- Condition 3: The report stated that the condition had not been met.
- Condition 5: Information on the employment survey was not provided.

INFORMATION ITEM F: The University of Alabama at Birmingham,
Establishment of Divisions within the Department of
Neurology

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of Alabama at Birmingham (UAB) plans to establish eight divisions within the Department of Neurology.

According to information submitted by UAB, the proposed structuring of the Department of Neurology will allow for the focus of efforts, expertise, and resources in the selected areas and will enhance the Department's ability to foster fundamental and clinical research, to better develop innovative treatments for these debilitating disease, and to provide education, training, and information to students, physicians and other health professionals, patients, and their families. The following divisions will focus on a specific set of diseases or disorders:

- Division of Cerebrovascular Disease
- Division of Epilepsy
- Division of Memory Disorders and Behavioral Neurology
- Division of Movement Disorders
- Division of Neuroimmunology and Multiple Sclerosis
- Division of Neuromuscular Disease
- Division of Neuro-oncology
- Division of Neuropsychology

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

INFORMATION ITEM G: Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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 college in the fields of study listed below.

Chattahoochee Valley Community College

<u>Field of Study</u>	<u>CIP Code</u>
Homeland Security	43.9999
First Responder Emergency Management	43.9999

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.

INFORMATION ITEM H: Changes to the Academic Program Inventory

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: According to the Commission's definitions relating to program review (Alabama Administrative Code, Chapter 300-2-1, Review of Programs & Other Units of Instruction), 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.

Calhoun Community College: 15.0399 Advanced Electronics Manufacturing, AAS

Northwest-Shoals Community College: 15.0507 Environmental Technology, AAS

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.

Jacksonville State University: 15.0613 ~~Computer Integrated Manufacturing Systems~~ Manufacturing Systems Technology, BS

INFORMATION ITEM I: Distribution of 2007-2008 Alabama Student Assistance Program (ASAP) Funds

Staff Presenter: Mrs. Cheryl Newton
Grants Coordinator

Staff Recommendation: For information only.

Background: The Alabama Student Assistance Program is funded through a combination of Federal Leveraging Educational Assistance Partnership (LEAP), Special Leveraging Educational Assistance Partnership (SLEAP) funds and State appropriations. All LEAP and SLEAP funds that states receive must be used for assistance to students. This program was awarded additional state funds as a result of the Knight v. Alabama settlement.

ASAP provides need-based grants to Alabama students to meet their educational costs of attending Alabama postsecondary institutions. Awards range from \$300 to \$5,000 for an academic year.

The ASAP distribution schedule used for the ASAP complies with the procedure outlined in the Alabama Student Assistance Program Regulations and Commission policy approved on August 21, 1987. Following these guidelines, ACHE staff has compiled the 2007-2008 ASAP Distribution Schedule.

Because most institutions in Alabama have converted from the quarter to the semester system, there were insufficient funds in January to process second term payments at that time – the normal time for making second term payments. For this reason, second term payments cannot be made until July, 2008 – well after the completion of the second semester.

Supporting Documentation:

1. ASAP distribution policy approved by the Commission on August 21, 1987 (available upon request).
2. 2007-2008 Alabama Student Assistance Program Institutional Distribution of State and Federal Leveraging Educational Assistance Partnership (LEAP) and Special Leveraging Educational Assistance Partnership (SLEAP) Program Funds. Available upon request.