

Alabama Commission on Higher Education

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COMMISSION MEETING

June 26, 2009

9:30 a.m.

(Initially Convening as a Committee of the Whole)

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

Alabama Commission on Higher Education 2008-2009 Committee Structure

Executive Committee

Tom Davis, Chair
Steve Shaw, Vice-Chair
Ralph Buffkin
Charles Ball
J.R. Brooks

Committee of the Whole

Steve Shaw, Chair
Tom Davis
Ralph Buffkin
Charles Ball
J.R. Brooks
Missy M. Smith
Jeff Coleman
Drew Linn
Larry Hughes
William Powell
Ron Wise
Roberta Watts

Instructional Affairs Committee

Charles Ball, Chair
J.R. Brooks
Missy M. Smith
Jeff Coleman

Finance & Accountability Committee

Ralph Buffkin, Chair
Drew Linn
Larry Hughes
Steve Shaw

Planning Committee

Drew Linn, Chair
William Powell
Ron Wise
Roberta Watts



ALABAMA COMMISSION ON HIGHER EDUCATION

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

June 26, 2009

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(Initially Convening as a Committee of the Whole)

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IX. Adjournment

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

March 13, 2009

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 13, 2009 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Davis called the meeting to order at 10:00 a.m.

Commissioner Davis welcomed guests, institutional representatives, and presidents in attendance.

II. Roll Call of Members and Determination of Quorum

Members present: Tom Davis, J. R. Brooks, Charles Ball, Steve Shaw, William Powell, Larry Hughes, Ralph Buffkin, and Jeff Coleman. A quorum was determined by voice roll call of members present.

III. Approval of Agenda

RESOLVED: Hughes moved for the approval of the agenda as mailed. Powell seconded. The agenda was approved.

IV. Consideration of Minutes of December 12, 2008

RESOLVED: Commissioner Buffkin moved for the approval of the December 12, 2008 minutes. Commissioner Ball seconded. The minutes were approved.

V. Chairman's Report

Commissioner Davis apologized for not attending the last meeting and thanked everyone who was supportive during his absence. He discussed his participation at the following meetings: 1) Statewide Planning Advisory Council. Commissioners Shaw and Ball also attended; 2) Council of Chief Academic Officers– distributed brochure, "For All Alabama's Children: The University of Alabama's Partnership with K-12 Education, The Provost's Report 2009;" 3) ACHE Appeals Committee Meeting; and 4) Site Visits to the University of Alabama Birmingham, the University of West Alabama, and the University of South Alabama.

He encouraged Commission members to visit the college campuses in their district. He also asked the colleges and universities to set an agenda for these visits that gives a broad overview of the institution.

He then congratulated Commissioner Drew Linn, who was named International Truck Driver of the Year.

VI. Executive Director's Report

Dr. Fitch reported that he has testified against HB 261, which is a grant bill that would provide state funds to for-profit institutions in the state. He stated that it is not appropriate that state funds be utilized by for-profit institutions. The legislature has created a Subcommittee on Colleges and Universities chaired by Representative Mitchell, that will be reviewing the bill.

He then announced that the PACT Board requested that he handle media questions regarding the recent financial issues of the program. He has attended several television interviews, hearings, and board meetings. Commissioner Hughes also attended one of the hearings. The PACT office has established a website and an email address specifically for the concerns and interests of parents. Dr. Fitch stated that the PACT Board is working diligently with parents and students to look at remedies. He thanked Margaret Gunter and the members of the PACT staff for their assistance.

VII. Discussion Items

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

Dr. Chris Lawson, Acting Executive Director, EPSCoR, presented a power point presentation on EPSCoR activities. He also distributed to the Commissioners a hard copy of the 2008 Annual Report of Alabama EPSCoR (copy attached). He introduced Ms. Miranda Byrne, GRSP Award Recipient, who spoke to the Commission and gave a power point presentation of her research to date and her experiences with the program.

B. Forging Strategic Alliances State Plan for Alabama Higher Education 2009-2014

Dr. Pamela Arrington presented State Plan activities to date including a reporting of the most recent Statewide Planning Advisory Council meeting held on February 13, 2009. Commissioners Powell, Ball, Shaw and Davis have attended meetings of the Statewide Planning Advisory Council.

She stated that a draft of the State Plan has been mailed to Commissioners and asked for questions. Commissioner Davis stated that although a detailed report is important to reflect what has been done, a summary version or simple digest of goals and objectives to be accomplished should be distributed. Dr. Arrington responded that a template can be provided to the institutions for reporting priority areas and performance goals.

VIII. Decision Items

A. Revision to the Administrative Policies for the Alabama Teacher Recruitment Incentive Program (ATRIP)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

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

1. University of Alabama at Birmingham and the University of Alabama, Shared Bachelor of Arts in African American Studies (CIP 05.0201)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

2. Auburn University, Master of Real Estate Development in Real Estate Development (CIP 03.0206)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

3. Trenholm State Technical College, Associate in Applied Technology in Medical Radiologic Technology (CIP 51.0907)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

4. Trenholm State Technical College, Associate in Applied Technology in Diagnostic Medical Sonography (CIP 51.0910)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

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

1. University of Alabama at Birmingham, Addition of a Track in Biotechnology to the Existing MSCLS in Clinical Laboratory Science (51.1005)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

2. Calhoun State Community College, Addition of an Option in Paralegal to the Existing AAS in Business Administration (CIP 52.0201)

RESOLVED: Commissioner Shaw moved that the Commission accept the Committee of the Whole's recommendation for approval. The chair called for the vote. Motion carried.

IX. Information Items

RESOLVED: Commission members accepted Information Items A through F.

A. New Exempt Off-Campus Program at an Exempt Off-Campus Site (Policies and Procedures Manual, Tab 9, Guidelines for the Regulation of Off-Campus Instruction)

1. Gadsden State Community College, New Off-Campus Program at an Existing Exempt Site

- B. Auburn University, Change in the Name of the Department of Industrial Design to the Department of Industrial and Graphic Design

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Minutes of Meeting
Friday, March 13, 2009

- C. Jacksonville State University, Addition of a Class A Teaching Certificate in Family and Consumer Sciences to the Existing Master of Science in Education in Secondary Education (CIP 13.1205)
- D. Implementation of Approved Programs
- E. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)
- F. Changes to the Academic Program Inventory

X. Adjournment

The meeting was adjourned at 10:45 a.m. The next meeting of the Commission is scheduled for June 26, 2009.

Thomas P. Davis, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2009.

Gregory G. Fitch, Executive Director

Notary Public

DECISION ITEM A-1: Auburn University, Bachelor of Science in Interdisciplinary University Studies (CIP 30.9999)

EXECUTIVE SUMMARY

Reason for Action: The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

Program Objective: The proposed program is designed to offer students an opportunity to create a unique program of study. The program will enable students to seek professional careers in diverse occupational fields by combining their undergraduate general education, disciplinary coursework, and real world experiences.

The program will allow students to take advantage of courses and faculty across the colleges and schools within AU (with the exception of the Harrison School of Pharmacy, the School of Nursing, and the College of Veterinary Sciences) through the diversity and uniqueness of individual students' curricular combinations.

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

Mode of Delivery: The program will be campus based. However, distance education possibly will be used for students' capstone experiences. If students are unable to attend lectures because of such factors as an out-of-town internship, they will be expected to participate in class discussions and give presentations via distance modalities. According to program officials, the number of courses that can be taken through distance education is likely to increase over the next five years. There are plans to offer basic courses in business and some upper division courses in agriculture through distance modalities.

Similar Programs: Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary model. These programs are tailored to fit the offerings of the institution and the interests of the student. The University of Alabama has a BA/BS program in Interdisciplinary Studies at CIP 30.9999 in the Commission's Academic Program Inventory. Auburn University at Montgomery, Athens State University, and Jacksonville State University have Liberal Arts/Studies baccalaureate programs listed at CIP 24.0101. The University of North Alabama has a General Studies program at CIP 24.0102. The University of Alabama at Birmingham has an Individually Designed Major program at CIP 24.0199, while the University of South Alabama has an Interdisciplinary Studies Program listed at the same CIP code. Troy University offers the BA/BS in Professional Studies at its Montgomery campus, also listed at CIP 24.0199.

Collaboration: Because the nature of interdisciplinary programs, AU will not collaborate with other institutions in offering this program.

Resources: The proposal projected that a total of \$181,136 in estimated new funds will be required to support the proposed program. A total of \$181,136 will be available through tuition and internal reallocations.

Public Review: The program proposal was posted on the Commission website from March 17 until April 7 for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. The program will make use of existing resources at Auburn University (AU), including curriculum, faculty, and facilities.
2. The program will enable students to seek professional careers in diverse occupational fields by combining their undergraduate general education, disciplinary coursework, and real world experiences.
3. Though interdisciplinary programs exist at other institutions in the state, the proposed program will allow students to include unique offerings of AU—such as Landscape Architecture or Rural Sociology—in their coursework.
4. In addition to serving students who have well-defined career aspirations that require an interdisciplinary curriculum, the program also will provide students who change majors with an opportunity to apply coursework already completed to an academic program.

DECISION ITEM A-1: Auburn University, Bachelor of Science in Interdisciplinary University Studies (CIP 30.9999)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

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

Implementation Date: The proposed program will be implemented in August 2009. Based on Commission policy, the proposed program must be implemented by June 26, 2011, 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 2009-10, will be at least 12, based on the proposal.
2. That the annual average number of graduates for the period 2010-11 through 2013-14 (four-year average) will be at least 11, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Auburn University (AU) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2014.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University program proposal, dated March 12, 2009. Available upon request.

5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Auburn University

PROGRAM Bachelor of Science in Interdisciplinary Studies

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM						
	2009-10	2010-11	2011-12	2012-13	2013-14	TOTAL
FACULTY	\$12,000	\$16,000	\$20,000	\$27,000	\$27,000	\$102,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$19,774	\$14,189	\$14,615	\$15,053	\$15,505	\$79,136
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$31,774	\$30,189	\$34,615	\$42,053	\$42,505	\$181,136

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT						
	2009-10	2010-11	2011-12	2012-13	2013-14	TOTAL
INTERNAL REALLOCATIONS	\$5,902	\$1,245	\$2,323	\$4,352	\$3,742	\$17,564
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$25,872	\$28,944	\$32,292	\$37,701	\$38,763	\$163,572
TOTAL	\$31,774	\$30,189	\$34,615	\$42,053	\$42,505	\$181,136

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS						
	2009-10	2010-11	2011-12	2012-13	2013-14	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	12	24	36	35	35	28
NEW ENROLLMENT HEADCOUNT	12	12	12	12	12	12 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	8	15	15	11

Attachment 2

Summary of Background Information

Bachelor of Science in Interdisciplinary University Studies
Auburn University

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

Objectives: The proposed program is designed to offer students an opportunity to create a unique program of study. The program will enable students to seek professional careers in diverse occupational fields by combining their undergraduate general education, disciplinary coursework, and real world experiences.

The program will allow students to take advantage of courses and faculty across the colleges and schools within AU (with the exception of the Harrison School of Pharmacy, the School of Nursing, and the College of Veterinary Sciences) through the diversity and uniqueness of individual students' curricular combinations.

According to the proposal, the program will have the following specific academic objectives:

1. Students will gain an understanding of interdisciplinary theory and application.
2. Students will acquire a clear understanding of the potential careers for the individualized degree program that they propose.
3. Students will articulate and achieve their personal educational goals.

Examples of combinations that might be included in the program are below.

- Journalism and Nutrition and Food Science: would allow a student interested in becoming a journalist specializing in food and nutrition issues to combine courses to obtain the skills for such a career.
- Rural Sociology and Geography: would allow a student to create a major geared toward community development with a focus on rural community problems and needs.
- Sustainability and Landscape Architecture: would allow a student to focus on architecture as it relates to environmental conservation.
- Agronomy (turfgrass) and Business: would allow students to prepare for a career in golf course management.

According to the proposal, objectives will be assessed in the following ways:

1. As a requirement, students will submit electronic portfolios containing samples of work completed throughout the program. The portfolios will allow students to demonstrate connections among both their chosen areas of study and the required interdisciplinary coursework. The portfolios will be evaluated by the Faculty Oversight Committee using rubrics that will be developed during the first year and modified subsequently or as deemed necessary by this committee.
2. Course evaluations will be conducted in both the foundations and capstone courses. The course evaluations will be used during the first year to adapt course materials if necessary, develop course assignments, and identify possible areas in which students may need additional campus resources to assist with individual plans of study.
3. In addition to course evaluations, students will be asked to participate in an online program evaluation at several points. The online survey will measure satisfaction levels with faculty mentors, supplemental interdisciplinary coursework, career development resources and academic advisors. The survey results will be evaluated by the Faculty Oversight Committee.
4. Interviews will be conducted annually among faculty mentors and minor advisors. The data collected by these interviews is expected to aid the Faculty Oversight Committee in

identifying possible resources to assist mentors and advisors, assess training materials, and identify overall satisfaction levels.

Administration: The program will be administered by the Office of Undergraduate Studies, Dr. Linda S. Glaze, Associate Provost for Undergraduate Studies.

Review of Proposal by Persons External to Institution:

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAO). The CAO responses both during the NISP and the proposal review supported the structure and the stated resources for the program. No objections were expressed.

Accreditation: There is no specialized accreditation for the proposed program.

Curriculum: Program completion requirements are shown below.

University Core Curriculum:	41	semester hrs. (sh)
Introductory Course to Interdisciplinary Studies:	3	sh
Major Courses:	36	sh
Capstone Experience:	3	sh
Interdisciplinary Supporting Coursework	8 - 9	sh
Electives	28-29	sh
Minimum Number of Required Hours	120	sh

The proposed program curriculum consists of a minimum of 120 semester hours with 36 sh completed across two or three concentrated areas of study. The concentrated areas must be from a minimum of two different colleges. At least 20 of the 36 hours must be at the 3000 level or higher. A minor may be pursued by using elective hours.

In addition to the required interdisciplinary coursework, students will be required to complete 8-9 sh in supporting coursework. This coursework includes 3 sh of Oral Communication; 2-3 sh of Computer Competency; and 3 sh of Written Communication.

All students will be required to apply their knowledge through a capstone experience, demonstrating this knowledge by integrating either theoretical concepts or practical application into a capstone experience or by completing an interdisciplinary research project.

The following new courses will be developed for the program.

UNIV 2190 Foundations of Interdisciplinary University Studies 3 semester hours
The course will examine the fundamental concepts of interdisciplinary theory with a strong emphasis on career exploration. Students will complete a personal career assessment and produce a written prospectus as a primary product of the course. In addition to other requirements, students will be required to design a unique program of study and identify how the plan will be assessed. Students will also be required to demonstrate how the plan is a feasible method of entry into an established job field or graduate program of study. Students will have the assistance of Career Development Services counselor in these activities.

UNIV 4980 Interdisciplinary Capstone Experience 3 semester hours
Students will complete a capstone course in which they apply their knowledge of the interdisciplinary discipline to a service-learning, professional internship, or thesis project. The capstone project would adequately recognize all academic areas and concentrations the student has completed as part of the degree. Prior approval will be required from the Interdisciplinary Faculty Review Board.

Collaboration: The student-tailored nature of this program does not lend itself to collaboration with other institutions. The program will make use of existing resources and programs at AU and will require collaboration between colleges, schools, and departments within the university.

Distance Education: Distance education possibly will be used for students' capstone experiences. The capstone course will be used in the program as a lecture course in which students create, revise, and present their experience outcomes and measures. Capstone options include an internship, senior thesis, or a service learning project. If students are unable to attend lectures because of such factors as an out-of-town internship, they will be expected to participate in class discussions and give presentations via distance modalities. Current software and hardware at AU will be adequate to support teleconferencing or web conferencing for the proposed number of students. Students may need to acquire personal webcams and headsets for approximately \$50 each.

According to program officials, the number of courses that can be taken through distance education is likely to increase over the next five years. There are plans to offer basic courses in business and some upper division courses in agriculture through distance modalities.

Admissions: Students entering the program must be in good academic standing that have completed no less than 30 semester credit hours (sh) and no more than 90 sh. In addition, the following groups would be best served by the program: 1) students who desire a career that requires a unique combination of academic disciplines; 2) students who have been unable to find an academic major of interest to them; and 3) students who wish to change majors but who are not able to enter a new major because of internal transfer restrictions.

Need: Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary model. By definition these programs are tailored to fit the offerings of the institution and the interests of the student. The University of Alabama has a BA/BS program in Interdisciplinary Studies at CIP 30.9999 in the Commission's Academic Program Inventory. Auburn University at Montgomery, Athens State University, and Jacksonville State University have Liberal Arts/Studies baccalaureate programs listed at CIP 24.0101. The University of North Alabama has a General Studies program at CIP 24.0102. The University of Alabama at Birmingham has an Individually Designed Major program at CIP 24.0199, while the University of South Alabama has an Interdisciplinary Studies Program listed at the same CIP code. Troy University offers the BA/BS in Professional Studies at its Montgomery campus, also listed at CIP 24.0199.

Methods used to determine institutional and societal needs for the program included 1) assessing the institution's need for the program and 2) assessing skills sought by employers. Regarding institutional need, a number of programs at AU have internal transfer restrictions, resulting in situations where students that are in good standing are unable to declare certain majors. Students may wish to change majors, but restrictions make it difficult for them to find a new program. Also, because of the number of technical degree programs at AU, many existing programs have few (if any) free electives. Such a prescriptive structure offers difficulties for students with distinct career goals who are not served by an existing major. The proposed program would also serve these students.

The proposal cited an employer study published in 2006 that indicated that universities should place more emphasis on the following skills: integrative reasoning [application of knowledge and skills to real-world settings through internships]; effective oral and written communication skills; critical thinking and analytical reasoning skills; and the ability to locate, organize, and evaluate information from multiple sources. A 2007 study noted that employers prefer college graduates with integrated knowledge in a variety of areas of study.

The program will provide opportunities for students in existing unique curricula at AU. AU offers several unique programs within the state, including several in Agriculture, Human Sciences, and Architecture, Design, and Construction. The new program will allow students to select courses from existing programs, including those unique to AU, to create unique programs of study.

The proposal included data regarding projected job opportunities for graduates. Possible career paths included were advertising, marketing, and public relations; property and real estate community managers; customer service representatives; technical writers; claims adjusters, appraisers, examiners, and investigators; and science technicians. These areas all are expected to have substantial growth in positions both within the state and the nation.

Student Demand: To determine student demand for the program, in fall 2008 AU officials conducted a survey of students already enrolled in the university. The students had been advised by AU's Cater Center for Academic and Career Excellence. Students served by this center often have been referred by their home department because of academic difficulty caused by the selection of a major that does not meet the student's abilities or interests. The students meet with advisors who aid in exploring alternative academic programs.

Of the 97 students who completed the survey, 67 percent were freshmen and sophomores in good standing. However, due to entry requirements for specific major programs, they were unable to transfer to another major. Of these respondents, 81 percent stated that they were definitely or probably interested in learning more about the proposed program. Since the AU board of trustees has approved development of the program, several students have contacted the Office of Undergraduate Studies with queries about the major.

Resources:

Faculty/Staff:

Current Primary Faculty—

Full-time: 1

The program will be directed by a current full-time faculty member as a part-time assignment (approximately 25 percent of total time).

Part-time: 0

The program will draw on existing faculty across the university to teach the introductory course. Mentors for the capstone experience also will be drawn from existing faculty.

Current Support Faculty--

Full-time: 1-35 per term (instructors and mentors)

These faculty members will devote 5 to 25 percent of total time to the program, depending on class assignments, and the number of students mentored.

Part-time: 0

No additional faculty will be hired expressly for the program within the first five years.

Support Staff: Academic advisors in the Cater Center will advise students, maintain academic records, and check degree completion progress. The Office of Undergraduate Studies employs an undergraduate studies special projects advisor, who will support this program. An administrative support specialist in the same office will provide clerical support for the program. No additional support staff will be needed.

Equipment: Existing equipment will be used for the program. Interactive software may be necessary for students completing the capstone experience course who are not physically able to attend classes. Students may give presentations or attend lectures digitally. Existing software and hardware at AU is adequate to support participation by these students.

Facilities: Facilities required will not exceed classroom space that is available already.

Library: The AU libraries have combined collections of over 3 million volumes, 2.6 million government documents, 2.7 million microforms, and over 150,000 maps. Access to over 18,000 current periodicals is provided, many of which are available online. AU libraries also license over

250 electronic databases. Existing library resources are more than adequate to support the proposed program.

Program Budget: The proposal projected that a total of \$181,136 in estimated new funds will be required to support the proposed program. A total of \$181,136 will be available through tuition and internal reallocations.

**Attachment 3
 Sample Curriculum: Agronomy/Turfgrass + Business**

AU Core Courses	Hours	Major Concentration: AGRONOMY	Hours
ENGL 1100/1120 Comp 1 & 2	6	AGRN 2040 Basic Soil Science	4
Core History (2 classes)	6	AGRN 3120 Principles of Weed Science	4
ENGL 2200/2210 World Lit 1 & 2	6	AGRN 3150 Turfgrass Management	4
PHIL 1020 Intro Ethics (Philosophy Core)	3	AGRN 5160 Advanced Turfgrass Mgmt	3
Math 1150 Pre-Cal, Alg + Trig	4	AGRN 5020 Nutrient Management	3
BIOL 1020/21 Principles Biology + Lab	4	HORT 3280 Landscape Construction	3
BIOL 1030/31 Organismal Biology + Lab	4	BSEN 3560 Turf Systems Irrigation Design	3
Social Science Core Group 1	3		
Social Science Core Group 2	3		
Core Fine Arts	3		
		Total semester hours, Concentration 1	24
Total semester hours, Core	42		
Supporting Courses & Electives		Major Concentration: BUSINESS	
ENGL 4180 or ENGL 3040 or ENGL 3080	3	Econ 2020 Principles of Microeconomics ¹	3
COMM 1000 Public Speaking	3	ACCT 2810 Fundamentals of Accounting	3
COMP 1000 Personal Computer Applications	2	FINC 3810 Foundations of Business Finance	3
FLSP 1010 Elementary Spanish	4	MKTG 3810 Foundations of Marketing	3
FLSP 1020 Elementary Spanish 2	4	ACCT 2990 Business Law ²	3
CHEM 1030/31 Fund Chemistry I/Lab	4	MNGT 3810 Management Foundations ³	3
CHEM 1040/41 Fund Chemistry II/Lab	4		
		Total Semester hours, Concentration 2	18
BIOL 3100/01 Plant Biology/Lab	4		
PHED 1520 Individual Sports Golf	2		
PHED 1530 Individual Sports Golf II	2		
Free Electives	0	Interdisciplinary Core	
		UNIV 2190 Intro to Interdisciplinary Studies	3
Total Semester Hours, Supporting Courses	32	UNIV 4980 Interdisciplinary Studies Capstone	3
		Total, Interdisciplinary Core	6
Column Total	74	Column Total	48
Total Credit Hours			122

¹ If used for Core Social Science, students must elect another Business course, e.g. Econ 2030 Principles of Macroeconomics

² Students may elect AGECE 4070, Agricultural Law

³ Students may elect AGECE 5010, Farm Management, or AGECE 4000 Principles of Agribusiness Management

Sample Curriculum: Rural Sociology + Geography

AU Core Courses	Hours	Major Concentration: RURAL SOCIOLOGY	Hours
ENGL 1100/1120 Comp 1 & 2	6	RSOC 3190 Agricultural & Society	3
Core History (2 classes)	6	RSOC 3620 Community Organization	3
ENGL 2200/2210 World Lit 1 & 2	6	SOCY 3700 Methods of Social Research	3
PHIL 1020 Intro Ethics (Philosophy Core)	3	RSOC 5610 Rural Sociology	3
Core Math	3-4	RSOC 5640 Sociology of Community Org	3
Core Science, 2 classes	8	RSOC 5650 Soc of Natural Resources	3
Social Science Core Group 1: SOCY 1000	3		
Social Science Core Group 2: ECON 2020	3		
Core Fine Arts	3		
		Total semester hours, Concentration 1	18
Total semester hours, Core	41-42		
Supporting Courses & Electives		Major Concentration: GEOGRAPHY	
ENGL 4180 or ENGL 3040 or ENGL 3080	3	GEOG 2010 Cultural Geography	3
COMM 1000 Public Speaking	3	GEOG 2020 Physical Geography	3
COMP 1000 Personal Computer Applications	2		4
FLSP 1010 Elementary Spanish	4	GEOG 2800 Geographic Methods & Tech	3
FLSP 1020 Elementary Spanish 2	4	GEOG 3810 Cartography & Graphics	3
FLSP 2010 Intermediate Spanish	4	GEOG 5350 Economic Geography	3
	4	GEOG 5400 Hazards Geography	3
FLSP 2020 Intermediate Spanish 2		GEOG 5830 Geographic Information Systems	3
STAT 2010 Statistics for Social Sciences	3		
Free Electives	5-6	Total Semester hours, Concentration 2	22
		Interdisciplinary Core	
		UNIV 2190 Intro to Interdisciplinary Studies	3
Total Semester Hours, Supporting Courses	32-33	UNIV 4980 Interdisciplinary Studies Capstone	3
		Total, Interdisciplinary Core	6
Column Total	74	Column Total	46
Total Credit Hours			120

Sample Curriculum: Nutrition and Food Science + Journalism

AU Core Courses	Hours	Major Concentration: NUTRITION & FOOD SCIENCE	Hours
ENGL 1100/1120 Comp 1 & 2	6	NUFS 2000 Nutrition and Health	3
Core History (2 classes)	6	NUFS 2050 Science of Food	4
ENGL 2200/2210 World Lit 1 &2	6	BCHE 3180 Nutritional Biochemistry	3
PHIL 1020 Intro Ethics (Philosophy Core)	3	NUFS 5430 Food Chemistry	4
Math 1610, Calculus 1	4	NUFS 5450 Food Analysis & Quality Control	4
CHEM 1030/31 Fund Chemistry I/Lab	4	NUFS 5640 Food Product Development	4
CHEM 1040/41 Fund Chemistry II/Lab	4		
Social Science Core Group 1	3		
Social Science Core Group 2	3		
Core Fine Arts	3		
		Total semester hours, Concentration 1	22
Total semester hours, Core	42		
Supporting Courses & Electives		Major Concentration: JOURNALISM	
COMM 1000 Public Speaking	3	JRNL 1100 Newspaper Fundamentals	3
COMP 1000 Personal Computer Applications	2	JRNL 2210 Newswriting	3
BIOL 1020/21 Principles Biology + Lab	4	JRNL 2310 Reporting	3
BIOL 1030/31 Organismal Biology + Lab	4	JRNL 3220 Feature Writing	3
BIOL 3200 General Microbiology	4	JRNL 3410 Photojournalism	3
BIOL 5660 Food Microbiology	4	JRNL 3470 Newspaper Editing & Design	3
CHEM 2030 Survey of Organic Chemistry	3	JRNL 4470 Advanced Feature Writing	3
STAT 2510 Stat for Biol + Health Sci	3		
Free Electives	2		
Total Semester Hours, Supporting Courses	29	Total Semester hours, Concentration 2	21
		Interdisciplinary Core	
		UNIV 2190 Intro to Interdisciplinary Studies	3
		UNIV 4980 Interdisciplinary Studies Capstone	3
		Total, Interdisciplinary Core	6
Column Total	71	Column Total	49
Total Credit Hours			120

Sample Curriculum: Sustainability + Environmental Design/Landscape Architecture

AU Core Courses	Hours	Major Concentration: SUSTAINABILITY	Hours
ENGL 1100/1120 Comp 1 & 2	6	SUST 2000 Intro to Sustainability	3
Core History (2 classes)	6	GEOG 2020 Physical Geography	3
ENGL 2200/2210 World Lit 1 & 2	6	CAHS 2000 Global Consumer Culture	3
PHIL 1020 Intro Ethics (Philosophy Core)	3	HIST 3620 Landscape and Culture	3
Math 1150, Pre-Cal, Alg + Trig	4	AGRN 5400 Bioenergy & the Environment	3
Core Science	8	ANTH 3700 Political Ecology	3
Social Science Core Group 1: GEOG 1010	3	SUST 5000 Senior Seminar in Sustainability	3
Social Science Core Group 2	3		
Core Fine Arts	3		
		Total semester hours, Concentration 1	21
Total semester hours, Core	42		
Supporting Courses & Electives		Major Concentration: ENVIRONMENTAL DESIGN & LANDSCAPE ARCHITECTURE	
COMM 1000 Public Speaking	3	ARCH 1000 Careers in Design	1
COMP 1000 Personal Computer Applications	2	ARCH 2110 Arch History 1	3
ENGL 4180 or ENGL 3040 or ENGL 3080	3	ARCH 3110 Arch History 2	3
ACCT 2990 Business Law	3	ARCH 3120 Arch History 3	3
FORV 5310 Environmental Ethics	3	LAND 5130 History of Landscape Arch	3
BSEN Natural Resource Systems Cons	3	LAND 5170 Design Communication	3
CPLN 5000 History & Theory of Urban Form	3	LAND 5220 History of Urban Design	3
		LAND 5230 American Urban Landscape	3
Free Electives	9		
Total Semester Hours, Supporting Courses	29	Total Semester hours, Concentration 2	22
		Interdisciplinary Core	
		UNIV 2190 Intro to Interdisciplinary Studies	3
		UNIV 4980 Interdisciplinary Studies Capstone	3
		Total, Interdisciplinary Core	6
Column Total	71	Column Total	49
Total Credit Hours			120

DECISION ITEM A-2: Northeast Alabama Community College, Associate in Applied Science and Certificate in Criminal Justice (CIP 43.0107)

EXECUTIVE SUMMARY

Reason for Action: The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

Program Objective: The goal of the proposed Criminal Justice program is to provide students with the necessary skills for gainful employment in law enforcement.

Role: Northeast Alabama Community College (NEC) currently is approved to award the certificate and the associate degree. The approval of the program will expand these awards to the category of "Security Services and Public Affairs."

Mode of Delivery: According to the proposal, seventy percent of the courses will be offered through distance education modalities in a blended format.

Similar Programs: The following institutions have similar Criminal Justice programs: Chattahoochee Valley Community College; Jefferson State Community College; Wallace State Community College (Dothan); Lawson State Community College; Northwest Shoals Community College; and Wallace State Community College (Hanceville).

Collaboration: According to the proposal, NEC will participate in curriculum development projects at the state level and will remain open to other potential collaboration among colleges with Criminal Justice programs.

Resources: A total of \$54,000 in new funds will be needed for the program in the first five years, and a total of \$213,750 will be available through tuition, extramural funds, and internal reallocation.

Public Review: The program was posted on the Commission website from March 17 until April 7 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. NEC has received letters of support from several District Attorneys, Sheriffs, Police Commissioners, and Police Chiefs in the institution's service area. .
2. By 2013, there will be a total of 201 job openings projected in the institution's service area for the proposed program, and over 6,000 job openings in the state.
3. According to the proposal, the proposed program will provide additional jobs and opportunities for individuals in rural communities in the institution's service area.

DECISION ITEM A-2: Northeast Alabama Community College, Associate in Applied Science and Certificate in Criminal Justice (CIP 43.0107)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented August 2009. Based on Commission policy, the proposed program must be implemented by June 26, 2011 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 10, based on the proposal.
2. That the annual average number of graduates for the period 2009-10 through 2013-14 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or 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.

Northeast Alabama 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 September 1, 2014.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Northeast Alabama Community College proposal, dated March 12, 2009. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

INSTITUTION Northeast Alabama Community College

PROGRAM Associate in Applied Science and Certificate in Criminal Justice

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2009-10	2010-11	2011-12	2012-13	2013-14	TOTAL
FACULTY	\$8400	\$8400	\$8400	\$8400	\$8400	\$42,000
LIBRARY	\$500	\$500	\$0	\$500	\$500	\$2,000
FACILITIES	0	0	0	0	0	0
EQUIPMENT	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
STAFF	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL	\$10,900	\$10,900	\$10,400	\$10,900	\$10,900	\$54,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2009-10	2010-11	2011-12	2012-13	2013-14	TOTAL
INTERNAL REALLOCATIONS	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0
TUITION	\$42,750	\$42,750	\$42,750	\$42,750	\$42,750	\$213,750
TOTAL	\$42,750	\$42,750	\$42,750	\$42,750	\$42,750	\$213,750

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2009-10	2010-11	2011-12	2012-13	2013-14	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	12	16	20	20	20	18
NEW ENROLLMENT HEADCOUNT	12	8	10	10	10	10
DEGREE COMPLETION PROJECTIONS	4	8	8	10	10	8

Attachment 2

Summary of Background Information

Associate in Applied Science and Certificate in Criminal Justice
Northeast Alabama Community College

Role: Northeast Alabama Community College (NEC) currently is approved to award the certificate and the associate degree. The approval of the program will expand these awards to the category of "Security Services and Public Affairs."

Objectives: According to the proposal, the primary objective of the program in Criminal Justice is to provide learning experiences that enable graduates to obtain the skills necessary for gainful employment in law enforcement. To this end, the program will accomplish the following:

- Offer the certificate, short-term certificate, and Associate in Applied Science in Criminal Justice, to meet the identified and stated needs of local law enforcement agencies.
- Revise the program as necessary based on input from the advisory committee to assure program relevance.
- Establish multiple career pathways for students that will provide relevance and employment security in the 21st Century workforce.
- Provide local employers with a pool of qualified, highly-skilled law enforcement officers who exude competence and ethical behavior.
- Provide skill upgrades to incumbent workers and displaced workers that will enhance their skill sets and earning capacity.
- Supplement the supply of skilled workers in the area by offering degree options and short-term training opportunities in related fields, to include, but not limited to, law enforcement management, homeland security, forensics, and security.

Administration: The program will be administered by Brent Satterfield, Instructional Dean.

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

Course #	Title	Semester Hours
CRJ 116	Police Patrol	3
CRJ 117	Community Relations	3
CRJ 130	Introduction to Law and Judicial Process	3
CRJ 147	Constitutional Law	3
CRJ 155	Introduction to DNA in Criminalistics	3
CRJ 156	Correctional Institutions	3
CRJ 157	Community Based Corrections	3
CRJ 166	Private and Retail Security	3

CRJ 167	Industrial Security	3
CRJ 168	International Security	3
CRJ 169	Security Management	3
CRJ 170	Introduction to Physical Security	3
CRJ 171	Security Risk Management	3
CRJ 177	Criminal and Deviant Behavior	3
CRJ 178	Narcotics/Dangerous Drugs	3
CRJ 205	Treatment of the Offender	3
CRJ 212	Correctional Counseling Techniques	3
CRJ 216	Police Organization and Administration	3
CRJ 217	Report Writing	3
CRJ 218	Traffic Control	3
CRJ 219	Firearms	3
CRJ 220	Criminal Investigation	3
CRJ 226	Fingerprint Science	3
CRJ 227	Homicide Investigation	3
CRJ 230	Criminalistics	3
CRJ 236	Advanced Criminalistics	3
CRJ 237	Forensic Photography	3
CRJ 238	Crime Scene Investigation	3
CRJ 239	Issues in Law Enforcement	3
CRJ 256	Correctional Rehabilitation	3
CRJ 259	Issues in Corrections	3
CRJ 280	Internship in Criminal Justice	1-3
CRJ 290	Selected Topics – Seminar in Criminal Justice	1-3

Program Completion Requirements:

AAS Degree Program in Criminal Justice

- Credit hours in general education – 21 semester hours (sh)
- Credit hours in program core – 12 sh
- Credit hours in required or free electives – 30 sh
- Total hours in the program – 63 sh

Certificate

- Credit hours required in option – 12 sh
- Credit hours in general education – 9 sh
- Credit hours in required or free electives – 21 sh credits
- Total hours in the program – 42 sh

Options in the certificate include Law Enforcement – General; Law Enforcement – Security; and Law Enforcement – Homeland Security.

Accreditation: According to the proposal, there is no specialized accreditation for the proposed program.

Collaboration: According to the proposal, NEC will participate in curriculum development projects at the state level and will remain open to other potential collaborations among colleges with Criminal Justice programs.

Distance Education: At this time, seventy-percent of the curriculum will be offered via distance education in a blended format. The institution plans to develop additional courses to be taken online in the future.

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

Student Demand: According to college officials, NEC began offering coursework in criminal justice as a result of inquiries and requests from students in their service area. Data submitted by the institution reveal that, at the time of a survey related to the proposed program, 29 students were enrolled in criminal justice courses. When asked if they were interested in an AAS/Certificate in Criminal Justice, 27 students stated they were interested.

Need: According to the program proposal, the proposed program will provide northeast Alabama communities with a pool of qualified workers to fill current and anticipated jobs in law enforcement and related fields. Letters of support were received from several district attorneys, sheriffs, and police chiefs and police commissioners in the institution's service area.

Labor market information provided by the Alabama Department of Industrial Relations for Workforce Region 2 reveals the following annual growth rates:

Occupation Title	Annual Growth Rate (%)
Protective Service Occupations	1.78
Law Enforcement Workers (overall)	1.61
Other Protective Service Workers (overall)	1.76
Police and Sheriff's Patrol Officers	1.82

Additionally, projected job openings indicate there will be a total of 201 job openings in the institution's service area and 6,359 in the state by year 2013.

Resources:

Faculty/Staff: There will be a total of three primary faculty members to teach in the program, one full-time and two part-time. One current full-time faculty member will be available for the program. Two part-time faculties will be hired. According to the proposal, administrative support will be provided through the Office of Workforce Development, with additional support provided through the Office of Extended Day.

Equipment/Facilities: According to NEC, no significant additional equipment purchases will be necessary. Additionally, a classroom located in the institution's Workforce Development building will be used to teach criminal justice courses. According to the proposal, the classroom has the following instructional technologies available: a video teleconference system, ability to divide room into two sections, an audio/visual system with podium-based smart board, DVD, projector, speakers, computer, and one-touch technology.

Library: NEC's Learning Resources Center currently hold approximately 1,000 books and eBooks related to law enforcement and justice, as well as a subscription to FBI Law Enforcement Bulletin. A significant number of additional resources are available through the Alabama Virtual Library and Interlibrary Loan. While holdings for this program are significant, the college will analyze the currency and relevance of holdings periodically, and will update holdings to support the program.

Program Budget: WSD projects that a total of \$54,000 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$213,750 will be available through tuition.

Attachment 3

NEC
AAS in Criminal Justice

First Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
ENG 101	English Composition I	3
CRJ 100	Introduction to Criminal Justice	3
CRJ	CRJ Elective*	3
WKO 106	Workplace Essentials	3

Second Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
MTH 100	MTH 100 or numerically higher	3
Elective	Math, Science or CIS Elective	3
CRJ 110	Introduction to Law Enforcement	3
CRJ	CRJ Elective*	3

Third Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
SPH 107	Fundamentals of Public Speaking	3
CIS 146	Microcomputer Applications	3
CRJ	CRJ Elective*	6

Fourth Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
Elective	Humanities and Fine Arts Elective	3
Elective	Area IV Elective	3
CRJ	CRJ Elective*	9

Fifth Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
CRJ 280	Internship in Criminal Justice	3
CRJ	CRJ Elective*	9

*The student may substitute up to six hours in POL 211, 220, SOC 200, 210, or PSY 200 for CRJ electives.

NEC
Certificate in Criminal Justice

First Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
ENG 101	English Composition I	3
CRJ 100	Introduction to Criminal Justice	3
CRJ	CRJ Elective***	3
WKO 106	Workplace Essentials	3

Second Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
MTH	MTH 100 or numerically higher	3
CIS 146	Microcomputer Applications	3
CRJ 110	Introduction to Law Enforcement	3
CRJ	CRJ Elective***	6

Third Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
SPH 107	Fundamentals of Public Speaking	3
CRJ 110	Introduction to Law Enforcement	3
CRJ	CRJ Elective***	6

Fourth Semester

<u>Course</u>	<u>Description</u>	<u>Credit Hours</u>
CRJ	CRJ Elective**	6

** Alternately, the student may take additional CRJ hours in earlier semesters to finish in three semesters.

***Students pursuing a Certificate in Law Enforcement – Security may choose from the following courses: CRJ 166, 167, 168, 169, 170, 171, 290.

***Students pursuing a Certificate in Law Enforcement – Homeland Security must choose at least 9 hours from the following courses: CRJ 116, 140, 146, 216, 290.

DECISION ITEM B-1: Alabama Department of Postsecondary Education, Statement of Intent to Merge Alabama Southern Community College and Reid State Technical College

EXECUTIVE SUMMARY

Reason for Action: The Alabama Department of Postsecondary Education has submitted a Notice of intent to merge Alabama Southern Community College and Reid State Technical College. The notice was submitted in fulfillment of policies adopted by the Commission on Higher Education and the Alabama Board of Education.

Public Review: The proposed merger was posted on the Commission website from May 11 until June 2 for public review and comment.

Rationale for Staff Recommendation:

1. The proposed merger was submitted in accordance with Commission and State Board of Education guidelines for the merger or consolidation of two-year institutions.
2. The merger will result in an institution that will enhance education opportunities in a rural, underserved area of the state.
3. The merger will bring about a streamlined management structure that will make efficient use of resources.

DECISION ITEM B-1: Alabama Department of Postsecondary Education,
Statement of Intent to Merge Alabama Southern Community
College and Reid State Technical College

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the Statement of Intent to merge Alabama Southern Community College and Reid State Technical College.

Background: The Commission's "Guidelines for the Review and Approval of the Consolidation or Merger of Two-Year Postsecondary Institutions" require that a merger or consolidation process be accomplished in three phases: the Statement of Intent phase, the Administrative Consolidation phase, and the Institutional (Programmatic) Consolidation or Merger phase. The Alabama State Board of Education (SBE) has similar guidelines that are in agreement with this process.

The Alabama Department of Postsecondary Education (ADPE) has submitted a Statement of Intent to merge Alabama Southern Community College (ALS) and Reid State Technical College (REI). The main campus of ALS is located in Monroeville with an additional campus in Thomasville; the main campus of REI is located twenty-five miles away from Monroeville in Evergreen. The name of the merged institution will be Alabama Southern Community College.

The Statement of Intent addressed benefits to be derived from the institutional merger. The service area of the merged institution will include the counties of Butler, Choctaw, Clarke, Conecuh, Marengo, Monroe, and Wilcox. If approved for substantive change, the merged institution will be accredited by the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC). Therefore, current students of REI will have access to accredited, transferable academic college courses. A more streamlined management structure will assist in improving access to educational programs and to student support services; and in improving responsiveness and efficiency in meeting the needs of the communities served. Coordinated institutional planning, institutional program review, and instructional and student support evaluations will enhance the quality, effectiveness, and scope of educational programs and student support services available.

Timetable for the Commission's Review of the Merger
(Commission-specific activities are in bold lettering):

June 26, 2009, Meeting: Decision Item on the Notice of Intent

Following the June 26th meeting, SACS/COC will be notified in writing six months in advance of the anticipated final approval of the merger by the institutions' governing board (SBE).

September 10, 2009, Meeting: Commission decision Item on the Administrative Merger

Following Commission review and approval, the SBE will review and approve the administrative merger. If both bodies approve the administrative phase, a substantive change prospectus will be submitted to SACS/COC.

December 2009: SACS/COC decision on the prospectus will be announced at the December SACS meeting; if approved, implementation of the merger may begin.

January–May 2010: SACS/COC substantive change committee will visit the campuses of the proposed merged institution.

March 2010 Meeting: Decision Item on the Programmatic Merger; this phase also will be considered by SBE in March.

June 2010: At its June meeting SACS/COC will take action on the merger; possible actions are approve the merger, deny the merger, or defer action.

June 2010 Meeting: ADPE will report the SACS/COC action to the Commission.

Supporting Documentation:

1. "Guidelines for the Review and Approval of the Consolidation or Merger of Two-Year Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.09. Attached.
2. ADPE, "Statement of Intent to Merge Alabama Southern Community College and Reid State Technical College." Available upon request.

Attachment

**GUIDELINES FOR THE REVIEW AND APPROVAL OF THE CONSOLIDATION OR
MERGER OF TWO-YEAR POSTSECONDARY INSTITUTIONS**

The guidelines for the review and approval of the consolidation or merger of two-year postsecondary institutions include three components:

1. Requirements Established by the Commission
2. Sequential Procedures
3. Concurrence with the State Board of Education's Resolution on Consolidation or Merger of Postsecondary Institutions (Available upon request.)

Requirements Established by the Commission:

The following specific requirements must be addressed in merger or consolidation proposals:

1. Proposed program exchanges, duplications, or relocations among the merged or consolidated institutions must be clearly identified in the proposals.
2. Additional programs, i.e. programs not existing on one or more of the campuses at the time of the merger or consolidation, must undergo the regular Commission review and approval process.
3. Documentation of specific educational benefits to be derived from the merger or consolidation must be presented with the Statement of Intent to Consolidate or Merge.
4. The merger or consolidation must be cost beneficial. Specifically, evidence must be presented that a reduction of administrative and other costs will result from the merger or consolidation. Both immediate and long-range savings must be presented.

In a general sense, only those mergers or consolidations that are educationally and economically beneficial should be approved.

Sequential Procedures for the Merger or Consolidation of Two-Year Colleges

I. Statement of Intent Phase

1. The Chancellor of the Alabama Department of Postsecondary Education (ADPE) presents a Statement of Intent to Consolidate or Merge two or more institutions to the Alabama Commission on Higher Education (ACHE) for review, comment, and approval.
2. The Chancellor of ADPE presents the Statement of Intent to Consolidate or Merge to the Alabama State Board of Education for approval.
3. Institutional notification of pending change to the Commission on Colleges of the Southern Association of Colleges and Schools.

II. Administrative Consolidation Phase

1. The chancellor of ADPE presents a formal request to ACHE for its approval of the administrative consolidation of the institutions.
2. The Chancellor of ADPE presents a resolution to the Alabama State Board of Education for approval of the administrative consolidation of the institutions.

III. Institutional (Programmatic) Consolidation or Merger Phase

1. Preparation and Submission of Prospectus for Substantive Change to the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).
2. Visit by SACS Substantive Change Committee.
3. Approval of change by SACS.
4. Submission of Proposal for Institutional (Programmatic) Consolidation or Merger to ACHE for review and approval.
5. Final approval of the consolidation or merger by the Alabama State Board of Education.

DECISION ITEM C-1: University of North Alabama, Addition of a Concentration in Sport Management to the Existing Bachelor of Science in Health, Physical Education, and Recreation (CIP 31.9999)

EXECUTIVE SUMMARY

Reason for Action: The University of North Alabama has requested the addition of a concentration in Sport Management in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The proposed concentration is the result of a general review and revision of offerings of the Department of Health, Physical Education, and Recreation.
- The concentration will replace the "General" option in the existing program.
- The proposed concentration has been designed to meet the Commission on Sport Management Accreditation principles for accreditation.

DECISION ITEM C-1: University of North Alabama, Addition of a Concentration in Sport Management to the Existing Bachelor of Science in Health, Physical Education, and Recreation (CIP 31.9999)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

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

Background: The University of North Alabama (UNA) currently has the Bachelor of Science (BS) in Health, Physical Education, and Recreation (HPER) at CIP 31.9999 in the Academic Program Inventory. UNA proposes the addition of a concentration in Sport Management to the existing program.

The concentration proposal comes as the result of a comprehensive review of the curriculum offerings of the UNA Department of Health, Physical Education, and Recreation. As a result of the review, the department will drop the "General" option in the HPER program and retain existing concentrations in Exercise Science, Fitness Management, Health Promotion, and Recreation. The curricula for these concentrations are undergoing revision in an effort to more effectively prepare students in these areas.

The program with the proposed concentration will require 130 semester hours (sh), as listed below:

General Education	44 sh
Program Core	32
Proposed Option	33
Related Supporting Courses	6
Emphasis Area	15
Total:	130 sh

The program core includes, among others, courses in Foundations of Health; Nutrition and Human Performance; Legal Issues and Risk Management; Aerobic Dance; Weight Training; First Aid, and an internship.

The proposed concentration has been designed to meet the Commission on Sport Management Accreditation principles for accreditation. It will include the following courses: Sociology of Sport, Economics of Sport, Sport Finance, Governance of Sport, and Psychology of Coaching. In addition, students will select an emphasis area in Communications, Management, or Marketing.

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

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM C-2: University of West Alabama, Addition of an Option in Economics and Finance to the Existing BBA in Business Administration (CIP 52.0201)

EXECUTIVE SUMMARY

Reason for Action: The University of West Alabama has requested the addition of an option in economics and finance in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The proposed option is being added to recognize the accelerated changes in economic and financial matters, and to provide an additional avenue to students seeking to enter the financial sector of the workforce.
- The proposed option will better prepare students for employment in the financial sector and for entering graduate school in the areas of economics and finance.

DECISION ITEM C-2: University of West Alabama, Addition of an Option in Economics and Finance to the Existing BBA in Business Administration (CIP 52.0201)

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 West Alabama (UWA) currently has the Bachelor of Business Administration (BBA) in Business Administration at CIP 52.0201 in the Academic Program Inventory. UWA proposes the addition of an option in Economics and Finance to the Existing BBA in Business Administration to the program.

The program with the proposed option will require a total of 123 semester hours (sh):

General Education	50 sh
Business Program Core	39 sh
Business Administration Core	15 sh
Option	15 sh
Electives	4 sh

The option will include courses such as Monetary Policy, Investments, Managerial Finance, and International Economics. According to UWA officials, the proposed option is being added to recognize the accelerated changes in economic and financial matters, and to provide an additional avenue to students seeking to enter the financial sector of the workforce.

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," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM C-3: Auburn University in Montgomery, Addition of an Option in Instructional Technology to the Existing Master of Education (MEd) in Secondary Education (CIP 13.1205)

EXECUTIVE SUMMARY

Reason for Action: Auburn University in Montgomery has requested the addition of an option in Instructional Technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The proposed option focuses on academic and market demands for advanced studies in instructional technology.
- The option will help train teachers to incorporate cutting-edge technology in their classrooms to prepare innovative lessons using appropriate educational strategies.
- The option will be offered entirely online.

DECISION ITEM C-3: Auburn University in Montgomery, Addition of an Option in Instructional Technology to the Existing Master of Education (MEd) in Secondary Education (CIP 13.1205)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

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

Background: Auburn University in Montgomery (AUM) currently has the Master of Education (MEd) in Secondary Education at CIP 13.1205 in the Academic Program Inventory. AUM proposes the addition of an option in Instructional Technology to the existing program. The program with the option will be available entirely online.

The program with the proposed option will require a total of 33 semester hours (sh):

Program Core	15 sh
Proposed Option	18 sh
Total	33 sh

The five program core courses in the Master of Education in Secondary Education include the following: Computer-Based Instructional Technologies; Seminar in Curriculum & Teaching; Advanced Educational Psychology; Research in Education; and Practicum in Education.

Courses in the option include Online/Internet Skills for Graduate Students; Current and Emerging Instructional Technologies; Curriculum Integration and Technology; Assistive Technology; Instructional Design; and Coordinating Technology Use. Courses in the option also will be available as electives for students in other programs and options.

The proposed option will prepare individuals to be instructional leaders in technology for the classroom, school, and school district. The option will help train teachers to incorporate cutting-edge technology in their classrooms to prepare innovative lessons using appropriate educational strategies.

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," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM D-1: The University of Alabama at Birmingham, New Off-Campus Program (B.S. in Early Childhood Development) at Jefferson State Community College

EXECUTIVE SUMMARY

Reason for Action: The University of Alabama at Birmingham has requested a new off-campus program. This request is in accordance with the Commission's "Guidelines for Regulation of Off-Campus Programs".

Factors for Consideration:

- At least 95 percent of all undergraduate students in UAB's Early Childhood and Elementary Education programs are placed in teaching positions the year after graduation.
- The program is accredited by the National Council for Accreditation of Teacher Education.

DECISION ITEM D-1: The University of Alabama at Birmingham, New Off-Campus Program (B.S. in Early Childhood Development)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed new off-campus program.

Proposal: The University of Alabama at Birmingham (UAB) plans to offer upper level courses that will lead to a Bachelor of Science (B.S.) in Early Childhood Education at Jefferson State Community College (JSC) beginning in the fall 2009.

Background: An official with UAB has signed the institutional certification for the proposed program pledging that a) the new offering is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

Location of the Program: The University of Alabama at Birmingham will deliver the proposed program at Jefferson State Community College, Carson Road, Birmingham, AL (Jefferson County). The site is within UAB's service area.

Relationship to the Commission's Academic Program Inventory: UAB currently has the Bachelor of Science in Early Childhood Education at CIP 13.1210 in the Commission's Academic Program Inventory.

Description of the Early Childhood Education Program: The proposed off-campus program will focus on the physical, intellectual, psychological, and social development and growth of young children and the development of pre-service and in-service educators.

Strength of the Existing Program: A total of 893 students have enrolled in the existing program since the fall of 2004. A total of 268 degrees have been awarded between 2003-04 and 2008-09 for the program. According to UAB, the program is accredited by the National Council for Accreditation of Teacher Education. At least 95 percent of all undergraduate students in UAB's Early Childhood and Elementary programs are placed in teaching positions the year after graduation.

Adequate Student Demand: UAB and JSC conducted a survey of JSC students; 7,900 surveys were sent out and 1,103 students responded. Fifty percent of the respondents were from the JSC campus. The survey revealed that 85 percent of the respondents plan to pursue a baccalaureate degree. According to UAB, the

results of the survey indicate a well defined need/demand for UAB programs at JSC. The proposed program is based on the responses to the survey concerning the types of programs desired and the format in which the students would like for the curriculum to be taught.

Need for Program: According to information submitted by UAB, recent initiatives at the federal and state level are resulting in an increased need for baccalaureate-education teachers prepared to meet the educational needs of preschool aged children. The preschool community (including Head Start, private centers, and state-funded Pre-K classrooms) needs teachers to develop skills and methods appropriate for working with children from birth to age 5. There are approximately 100 Head Start classes in Jefferson County alone, each with three teachers. Each year Head Start pays the tuition for a cohort of 20 teachers to begin their degrees. There also are at least ten accredited children's centers in Jefferson County, each with an average of ten teachers. In order for these centers to be accredited, at least half of their early childhood teachers must have four-year degrees. This program is aimed at filling that identified need.

Effect on the Existing Program: According to the proposal, the effect on the existing Early Childhood Education program at UAB is expected to be minimal, since students who plan to pursue certification will continue to enroll in the on-campus program where those required courses will be taught. Since students will be able to earn between 24-49 percent of the degree at the JSC campus (the first two years of work will be completed at JSC and some courses will be offered online), SACS notification of the substantive change is necessary prior to implementation. This notification will be provided upon completion of the ACHE review process.

Resources: According to UAB, the proposed program will be self-supporting through tuition and fees generated at the proposed site.

Admission and Program Completion Requirements: Admission and program requirements at the JSC site will be the same as those for the program offered on the UAB campus.

Public Review: The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Jefferson State Community College, Birmingham, AL, attached.

2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

DECISION ITEM D-2: The University of Alabama at Birmingham, New Off-Campus Program (B.S. in Management) at Jefferson State Community College

EXECUTIVE SUMMARY

Reason for Action: The University of Alabama at Birmingham has requested a new off-campus program that is to be located outside of the institution's service area. This request is in accordance with the Commission's "Guidelines for Regulation of Off-Campus Programs".

Factors for Consideration:

- According to UAB, over 70 percent of employment positions in Shelby county are in areas such as management, sales and related positions.
- The proposed program is accredited by the American Association of Collegiate Schools of Business-International.
- Shelby County is within the off-campus service area for the University of Montevallo (UM). UAB provided a letter from the president of UM stating that UM has no objection to the UAB site.

DECISION ITEM D-2: The University of Alabama at Birmingham, New Off-Campus Program (B.S. in Management) at Jefferson State Community College

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed new off-campus program.

Proposal: The University of Alabama at Birmingham (UAB) plans to offer upper level courses that will lead to a Bachelor's of Science (B.S.) in Management at Jefferson State Community College (JSC) beginning in the fall 2009.

Background: An official with UAB has signed the institutional certification for the proposed program pledging that a) the new offering is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

Location of the Program: The University of Alabama at Birmingham will deliver the proposed program at Jefferson State Community College, Valleydale Road, Birmingham (Shelby County). The site is outside of UAB's service area. Shelby County is within the off-campus service area for the University of Montevallo (UM). UAB provided a letter from the president of UM, stating that UM has no objection to the UAB site.

Relationship to the Commission's Academic Program Inventory: UAB currently has the Bachelor of Science in Management at CIP 52.0201 in the Commission's Academic Program Inventory.

Description of the Management Program: The proposed off-campus program will help prepare students as generalists to assume various management positions.

Strength of the Existing Program: A total of 498 students have enrolled in the existing program since the fall of 2004. A total of 395 degrees have been awarded between 2003-04 and 2008-09 for the program. According to UAB, the program is accredited by the American Association of Collegiate Schools of Business-International.

Adequate Student Demand: UAB and JSC conducted a survey of JSC students; 7,900 surveys were sent out and 1,103 students responded. Fifty percent of the respondents were from the JSC campus. The survey revealed that 85 percent of the respondents plan to pursue a baccalaureate degree. According to UAB, the results of the survey indicate a well defined need/demand for UAB programs at JSC. The proposed program is based on the responses to the survey concerning the types of programs desired and the format in which the students would like for the curriculum to be taught.

Need for Program: According to information submitted by UAB, Shelby County has experienced significant population and

income growth over the past 10-15 years, making it the state's fastest growing county and among the fastest growing in the U.S. The estimated population growth in 2007 was 182,113, a 27 percent increase since the 2000 census. The business/industrial complex has kept pace with this growth, necessitating the need for a trained/educated workforce.

Effect on the Existing Program: According to the proposal, the effect on the existing Management program at UAB is expected to be minimal, since the students who are most likely to participate are those currently enrolled at Jefferson State and living and employed in the Hoover/Shelby County area. Since students will be able to earn between 24-49 percent of the degree at the JSC campus (the first two years of work will be completed at JSC and some courses will be offered online), SACS notification of the substantive change is necessary prior to implementation. This notification will be provided upon completion of the ACHE review process.

Resources: According to UAB, the proposed program will be self-supporting through tuition and fees generated at the proposed site.

Admission and Program Completion Requirements: Admission and program requirements at the JSC site will be the same as those for the program offered on the UAB campus.

Public Review: The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Jefferson State Community College, Birmingham, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

DECISION ITEM D-3: Wallace State Community College (Hanceville), New Off-Campus Site in Arab, Alabama

EXECUTIVE SUMMARY

Reason for Action: Wallace State Community College (Hanceville) has requested a new off-campus site that is to be located outside of the institution's service area. This request was submitted in accordance with the Commission's "Guidelines for Regulation of Off-Campus Programs".

Factors for Consideration:

- A formal agreement between Wallace State Community College (Hanceville) and Arab City Board of Education has been reached to offer Machine Tool Technology courses at Arab High School.
- This will be a high school site exclusively for early admission, accelerated/dual enrollment.
- This site is located in the service area of Snead State Community College. WSH provided a document signed by the president of Snead, indicating support for the new WSH site.

- DECISION ITEM D-3: Wallace State Community College (Hanceville), New Off-Campus Site in Arab, Alabama
- Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst
- Staff Recommendation: That the Commission approve the following new off-campus site for Wallace State Community College (Hanceville).
- Proposal: Wallace State Community College (WSH) plans to offer courses at the following new off-campus site beginning in fall 2009:
- Arab High School, Arab, AL
- Background: The site is in the service area of Snead State Community College. WSH provided a document signed by the president of Snead, indicating support for the new WSH site.
- An official with the institution has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent. The institutional certification was reviewed and transmitted by the Alabama Department of Postsecondary Education.
- The proposal was posted on the Commission website from May 5, 2009 until May 25, 2009 (twenty days) for public review and comment. No comments were received.
- Supporting Documentation:
1. Proposal for New Off-Campus site at Arab High School, Arab, AL, attached.
 2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Wallace State Community College - Hanceville

Administrator Responsible for Site

Name & Title: Dr. Philip Cleveland

Telephone: 256.352.8229

Fax: 256.352.8039

E-Mail: philip.cleveland@wallacestate.edu

Contact Person at Site If Other Than Administrator Above

Name & Title:

Telephone:

Fax:

E-Mail:

Location of Proposed Site

Facility: Arab High School

Street Address: 750 Arabian Drive NE

City: Arab, AL 35106

County: Marshall

When will you begin offering instruction at this site?

ASAP

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

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

Certification

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

Signature of President/Chancellor:

Vicki Hawsey (tj)

Date: 4.24.09

COURSE LIST

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

Courses (Include Number & Title)	
MTT100	Machining Technology I
MTT103	Machining II
MTT107	Machining Calculations I
MTT127	Metrology
MTT128	Geometric Dimensioning and Tolerancing I
MTT129	Lathe Operations
MTT137	Milling I
MTT138	Milling I Lab
MTT108	Machinist Handbook Functions I
MTT121	Basic Blueprint Reading for Machinist
MTT123	Engine Lathe Lab I
MTT124	Engine Lathe Lab II
MTT130	Machining Calculations II
MTT133	Milling Lab II
MTT134	Engine Lathe I
MTT135	Engine Lathe Lab I
MTT136	Milling Operations
MTT140	Basic CNC Turning I
MTT141	Basic CNC Milling I
MTT142	Advanced Machining Calculations
MTT144	Electrical Discharge Machining I
MTT145	Drill Presses and Power Saws I
MTT146	Precision Grinding Machines I
MTT147	Introduction to Machine Shop I
MTT148	Introduction to Machine Shop I Lab
MTT149	Introduction to Machine Shop II
MTT150	Introduction to Machine Shop II Lab
MTT154	Metallurgy
MTT171	Intermediate Blueprint Reading
MTT181	Special Topics in MTT
MTT182	Special Topics in MTT
MTT183	Special Topics in MTT
MTT202	Machine Maintenance and Repair
MTT221	Advanced Blueprint Reading for Machinist
MTT281	Special Topics in MTT
MTT282	Special Topics in MTT
MTT291	Co-op in Machining Tool Technology
MTT292	Co-op in Machining Tool Technology
MTT293	Co-op in Machining Tool Technology
MTT294	Co-op in Machining Tool Technology
CNC111	Intro. To Computer Numerical Control
CNC142	Applied Geometry for CNC
CNC214	Electrical Discharge Machining
CNC222	CNC Graphic Turn
CNC223	CNC Graphic Programming Mill
CNC232	Basic Tool and Die
* It is expected that all General Education will be completed at Snead State Community College	

- INFORMATION ITEM A: The University of Alabama at Birmingham:
Establishment of the UAB Center for Cardiovascular
Biology
- Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst
- Staff Recommendation: For information only.
- Proposal: The University of Alabama at Birmingham reports the
establishment of the Center for Cardiovascular Biology.
- Discussion: According to information submitted by UAB, the goals of
the UAB Center for Cardiovascular Biology are to build
on the strengths of the ongoing research efforts and
serve as a vehicle for greater synergy; to provide a
catalyst to expand cutting edge basic, clinical and
translational cardiovascular research; to foster
interdisciplinary collaborations across divisions and
schools by creating a forum for interaction research
ventures; and to develop key core facilities that will lead
to additional NIH funding and research grants.
- Supporting Documentation: 1. "Reasonable Extensions and Alterations of Existing
Units and Programs of Instruction," Alabama
Administrative Code, Chapter 300-2-1, Review of
Programs and Other Units of Instruction, Section
.06. Available upon request.
2. Written unpublished documentation provided by the
institution. Available upon request.

<u>INFORMATION ITEM B:</u>	<u>The University of Alabama at Birmingham: Establishment of the English Language and Culture Institute</u>
<u>Staff Presenter:</u>	Ms. Margaret Pearson Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	The University of Alabama at Birmingham reports the establishment of the English Language and Culture Institute.
<u>Discussion:</u>	According to information submitted by UAB, the institute's goals include providing instruction for UAB's international students who need English language support and cross-cultural learning opportunities in academic and research activities, English language training for the local corporate community in the workplace and for the broader community, and teacher training workshops for local school systems.
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Review of Programs and Other Units of Instruction, Section .06. Available upon request.2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM C: University of North Alabama, Change in the Name of the Entertainment Industry Center to the Department of Entertainment Industry

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of North Alabama has approved the change in the name of the Entertainment Industry Center to the Department of Entertainment Industry. The change is being made to promote efficiency and recognize the centrality of the Entertainment Industry programs to the University as well as the rich musical and entertainment heritage of the Shoals area.

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 Administrative Code, Chapter 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM D: University of North Alabama, Change in the Name of the Department of Music to the Department of Music and Theatre

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of North Alabama has approved the change in the name of the Department of Music to the Department of Music and Theatre. This change is being made to consolidate the theatre and music faculties into one instructional unit.

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 Administrative Code, Chapter 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM E: The University of North Alabama, Change in Configuration of the Bachelor of Arts (B.A.) in Foreign Languages

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Undergraduate Curriculum Committee of the University of North Alabama (UNA) has approved the change in configuration of the B.A. in Foreign Languages. These changes are being made to the major core requirements for options in Foreign Languages, Foreign Languages for Commerce, and Foreign Languages Professional to have a common 21 semester hour core that will utilize courses that were not available when the foreign language program was initially designed. Additionally, according to UNA, students graduating in all three options will be better prepared to achieve competency at the American Council on the Teaching of Foreign Languages (ACTFL) Advanced Low Level, and better prepared for the Departmental Exit Exam.

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 F: University of North Alabama, Change in the Name of the Department of Communications and Theatre to the Department of Communications

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of North Alabama has approved the change in the name of the Department of Communications and Theatre to the Department of Communications. The change is being made to allow the Department of Communications to focus more effectively on programs in journalism, publication communications, public relations, radio-television-film, and broadcast journalism. Additionally, the Department of Communications will be better positioned to focus its energies on achieving accreditation of its programs in the journalism and mass communication 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 Administrative Code, Chapter 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

- INFORMATION ITEM G-1: Calhoun State Community College, New Exempt Off-Campus Site
- Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst
- Staff Recommendation: For information only.
- Proposal: Calhoun State Community College (NEC) plans to offer courses at the following new off-campus site beginning in summer 2009:
- Huntsville Emergency Medical Services, Inc., Huntsville, AL.
- Discussion: An official with CAL has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.
- The new off-campus site proposed by CAL is exempt from Commission approval by policy because the proposed site is located within CAL's service area.
- The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.
- Supporting Documentation: 1. Proposal for New Off-Campus Site at Huntsville Emergency Medical Services, Inc., Huntsville, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

ATTACHMENT 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Calhoun Community College

Administrator Responsible for Site

Name & Title: J. Bret McGill

Telephone: 256-306-2861

Fax: 256-306-2525

E-Mail: jbm@calhoun.edu

Contact Person at Site if Other Than Administrator Above

Name & Title: Mark Branon

Telephone: 256-306-2854

Fax: 256-306-2525

E-Mail: msb@calhoun.edu

Location of Proposed Site

Facility: Huntsville Emergency Medical Services Incorporated

Street Address: 1057 Oakwood Ave.

City: Huntsville, Al. 35811

County: Madison

When will you begin offering instruction at this site? Summer 2009

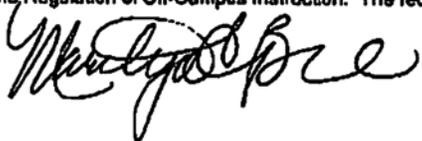
Type of Site	Check One:
Non-Exempt	
Exempt from Review by Statute	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
Exempt from Review by Commission Policy	
Courses delivered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

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

Certification

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

Signature of President/Chancellor:



Date: 01.27.09

COURSE LIST

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

Courses (Include Number & Title)
EMS 100 - Cardiopulmonary Resuscitation
EMS 107 - Emergency Vehicle Operators Course
EMS 116 - EMT Basic theory and lab
EMS 117 - EMT Basic clinical competencies

Add additional rows if needed.

INFORMATION ITEM G-2:

Trenholm State Technical College, New Exempt Off-Campus Site

Staff Presenter:

Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation:

For information only.

Proposal:

Trenholm State Technical College (TRE) plans to offer courses at the following new off-campus site beginning in fall 2009:

Montgomery Mall, Montgomery, AL.

Discussion:

An official with TRE has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

The new off-campus site proposed by TRE is exempt from Commission approval by policy because the proposed site is located within TRE's service area.

The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Montgomery Mall, Montgomery, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

ATTACHMENT 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: H. Councill Trenholm State Technical College (Patterson Campus)

Administrator Responsible for Site

Name & Title: Wilford Holt, Assoc. Dean of Tech. Ed. & Industrial Relations

Telephone: (334) 420-4367

Fax: (334) 420-4305

E-Mail: wholt@trenholmstate.edu

Contact Person at Site If Other Than Administrator Above

Name & Title: Mary Ann Campbell

Telephone: (334) 420-4495

Fax:

E-Mail: macampbell@trenholmstate.edu

Location of Proposed Site

Facility: Culinary Arts & Harper's Lab

Street Address: 5420 Troy Highway

City: Montgomery, AL

County: Montgomery

When will you begin offering instruction at this site?

Fall

Type of Site

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

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

Certification

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

Signature of President/Chancellor:

Date:

INFORMATION ITEM G-3: Trenholm State Technical College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Trenholm State Technical College (TRE) plans to offer courses at the following new off-campus site beginning in summer 2009:

Truck Driving School Practice Site, Montgomery, AL.

Discussion: An official with TRE has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

The new off-campus site proposed by TRE is exempt from Commission approval by policy because the proposed site is located within TRE's service area.

The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Truck Driving School Practice Site, Montgomery, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

ATTACHMENT 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: H. Councilll Trenholm State Technical College (Patterson Campus)

Administrator Responsible for Site

Name & Title: Wilford Holt, Assoc. Dean of Tech. Ed. & Industrial Relations

Telephone: (334) 420-4367

Fax: (334) 420-4305

E-Mail: wholt@trenholmstate.edu

Contact Person at Site if Other Than Administrator Above

Name & Title: Jackie Bozeman

Telephone: (334) 420-4408

Fax:

E-Mail: jbozeman@trenholmstate.edu

Location of Proposed Site

Facility: Truck Driving School

Street Address: 5420 Troy Highway

City: Montgomery, AL

County: Montgomery

When will you begin offering instruction at this site?

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

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

Certification

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

Signature of President/Chancellor:

Date:

INFORMATION ITEM G-4: Trenholm State Technical College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Trenholm State Technical College (TRE) plans to offer courses at the following new off-campus site beginning in fall 2009:

Service Occupations Building, 6420 Brewbaker Blvd,
Montgomery, AL.

Discussion: An official with TRE has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

The new off-campus site proposed by TRE is exempt from Commission approval by policy because the proposed site is located within TRE's service area.

The proposal was posted on the Commission website from May 6, 2009 until May 26, 2009 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at the Service Occupations Building, Montgomery, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

ATTACHMENT 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: H. Council Trenholm State Technical College (Patterson Campus)

Administrator Responsible for Site

Name & Title: Wilford Holt, Assoc. Dean of Tech. Ed. & Industrial Relations

Telephone: (334) 420-4367

Fax: (334) 420-4305

E-Mail: wholt@trenholmstate.edu

Contact Person at Site if Other Than Administrator Above

Name & Title: Jean Stockman

Telephone: (334) 420-4355

Fax:

E-Mail: jstockman@trenholmstate.edu

Location of Proposed Site

Facility: Cosmetology & Therapeutic Massage

Street Address: 6420 Brewbaker Blvd.

City: Montgomery, AL

County: Montgomery

When will you begin offering instruction at this site?

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

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

Certification

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

Signature of President/Chancellor:

Date:

INFORMATION ITEM H: University of North Alabama, Implementation of an Online RN to MSN Curriculum

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: For information only.

Background: Officials at the University of North Alabama (UNA) have submitted information concerning the implementation of an online RN to MSN curriculum.

This curriculum is directly related to two existing academic programs listed in the Commission's Academic Program Inventory for UNA: the Bachelor of Science in Nursing (BSN) and the Master of Science in Nursing (MSN) at CIP 51.1601. The curriculum is designed specifically to address the needs of associate degree nurses. Traditional BSN students at UNA would continue to pursue the traditional MSN curriculum.

The curriculum is designed for registered nurses (RN) who have completed associate degree programs. RNs that enroll in the program will be awarded the BSN degree after the successful completion of 64 semester hours of required coursework. The MSN will be awarded when all required graduate courses are completed. The RN to MSN terminology denotes that the student has opted to pursue the MSN degree in a specifically designed progression.

The RN-MSN curriculum model will allow the substitution of nine semester hours (sh) of graduate courses from the online MSN degree program in place of nine sh of undergraduate courses. According to material submitted by UNA, students who choose this curriculum will 1) express a desire to enter the MSN program; 2) earn a B or better in the graduate coursework, which will be taken in the last semester of their BSN program of study; and 3) meet the remaining qualifications to enter the MSN program.

Students may opt to take NU501 Advanced Nursing Research (3 sh) in lieu of NU303 Nursing Research (3 sh). In addition they may choose to take NU503 Advanced Theory (3 sh) and NU601 Health Policy and Social Issues (3 sh) in place of NU418 Concepts, Theory, and Issues in Nursing (6 sh). Following successful completion of NU501 and NU503, students may apply for acceptance to the MSN program.

The model for this RN to MSN curriculum is based on existing curricula in the state and nation. According to information provided by UNA, the American Association of Colleges of Nursing (AACN) has stated that there are 153 such RN-MSN programs nationwide. This curriculum model meets the recommendation of AACN and the National League of Nursing for the development

of innovative and accelerated programs to increase the professional nursing workforce, particularly that of nurse educators.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM I: The University of West Alabama, Addition of Three Education Specialist Degrees to the Academic Program Inventory: Elementary Education (CIP 13.1202), School Counseling (13.1101), and Library Media (CIP 13.0501)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: For information only.

Background: The University of West Alabama (UWA) has informed the Commission that it has received approval from the State Department of Education to offer Class AA teacher certification in the following areas: Elementary Education, School Counseling, and Library Media. In conjunction with the approval of these areas, UWA has requested that the Commission Education Specialist (EdS) degrees to the Academic Program Inventory in the following Classification of Instructional Programs (CIP) categories:

- | | | | |
|----|-------------|----------------------|-----|
| 1. | CIP 13.1202 | Elementary Education | EdS |
| 2. | CIP 13.1101 | School Counseling | EdS |
| 3. | CIP 13.0501 | Library Media | EdS |

According to the Commission's operational definitions, new EdS programs implemented in conjunction with State Board approval of AA teacher certificates do not require Commission approval but are presented to the Commission by information item. UWA's request falls within the operational definitions.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM J: Summary of Post-Implementation Reports

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

Staff Recommendation: That the Commission receive the post-implementation reports submitted by the institutions listed below.

Background: The post-implementation reports summarized in this item were submitted as of April 2009. Additional reports will be reported to the Commission at the December meeting.

The following reports have been reviewed by the staff and have been found to meet the post-implementation conditions.

Programs Meeting Post-Implementation Conditions:

1. Alabama A&M University: Reading, PhD, CIP 13.1315
2. Jacksonville State University: Emergency Management, MS, CIP 44.9999
3. Lawson State Community College: Child Development, AAS, CIP 19.0708
4. Troy University: Surveying and Geomatics Sciences, BS, CIP 15.1102 [formerly named Geomatics]
5. The University of Alabama at Birmingham: Physical Therapy, DPT, CIP 51.2308
6. The University of Alabama at Birmingham: Information Systems, BS, CIP 52.1201

The following programs were deleted prior to or in lieu of the submission of a post-implementation report:

1. Alabama Southern Community College, Emergency Medical Services, AAS/Certificate, CIP 51.0904

Deleted as of June 26, 2009; see "Changes to the Academic Program Inventory" in this packet.

2. Shelton State Community College, Criminal Justice, Certificate, CIP 43.0107

Deleted as of the March 13, 2009, Commission meeting.

Supporting Documentation:

1. Unpublished post-implementation report submitted by the institutions. Available upon request.
2. Summaries of Reports on Post-Implementation Conditions, attached.

**Summaries of 2008 Reports on Post-Implementation Conditions
[Listed by Institution]**

Alabama A&M University

Meeting Conditions:

Program: Reading, PhD, CIP 13.1315

Approved by the Commission: August 8, 2003

Proposed Implementation Date: August 2003

Actual Implementation Date: January 2004 (delayed)

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for 2003-2004 to 2007-08 will be at least 8, based on admission projections in the proposal.
- 2) That the annual average number of graduates for the Academic Years 2003-04 through 2007-08 will be at least 6, based on projections in the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Reading, PhD, CIP 13.1315	Admissions	Graduates	Percentage of Graduates Employed in Field
Required	8	6	75%
Reported	8	7	100%

Condition 3: Fifteen students have graduated and all have acquired related employment. The report stated that graduates are engaged in the following jobs:

- Consultants, advisors, and administrators to reading programs
- Teachers of reading P-12 and higher education levels
- Researchers
- Reading Specialists
- Curriculum Developers

Some graduates are engaged in more than one of the activities listed above.

Condition 4: The report included a summary of assessment activities related to each program objective. Assessment activities included the following: oral examinations, written examinations, clinical applications, applications in school settings, formal and

informal evaluations; records of employment; research conducted and published;
involvement in policy decisions.

Alabama Southern Community College

Deleted in lieu of submitting a post-implementation report:

Program: Emergency Medical Services, AAS/Certificate, CIP 51.0904

Approved by the Commission: May 17, 2002

Implementation delayed from August 2002 until January 2004.

Deleted from the Academic Program Inventory: June 26, 2009
(See "Changes to the Academic Program Inventory" in this packet.)

Jacksonville State University

Meeting conditions:

Program: Emergency Management, MS, CIP 44.9999

Approved by the Commission: August 8, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: January 2004

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for the first five years will be at least 16, based on projections in the proposal.
- 2) That the annual average number of graduates for the Academic Years 2004-05 through 2008-09 will be at least 7, based on projections in the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Emergency Management, MS, CIP 44.9999	Admissions	Graduates (2004-05– 2008-09)	Percentage of Graduates Employed in Field
Required	16	7	75%
Reported	40	21	94%

Condition 2: The average was calculated on data through fall semester of 2008.

Condition 4: The report stated that assessment data for the program has been collected through exit interviews with graduates, interviews with employers, alumni surveys, periodic review by professionals in the field, review of retention in introductory-level graduate courses and analysis of time-to-degree statistics, and on-going curriculum review. According to data collected, the program is meeting objectives outlined in the proposal.

Lawson State Community College

Meeting conditions:

Program: Child Development, AAS, CIP 19.0708

Approved by Commission: December 13, 2002

Proposed Implementation Date: January 2003

Actual Implementation Date: January 2004 (delayed)

Post-Implementation Conditions:

- 1) That the annual average admissions (headcount) for the first five years will be at least 10, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2003-04 through 2007-08 will be at least 10, based on graduation projections in the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Child Development, AAS, CIP 19.0708	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	10	10	75%
Reported	92	10	90%

Condition 4: The report stated that the program prepares individuals to service the community in the area of childcare education. Graduates who work in the field administer, plan, and implement developmentally appropriate curricula to create learning opportunities for children. Annually the child development program identifies, reviews, and revises (as needed) a set of student learning outcomes that each graduate must possess at the completion of the program. The report included a detailed form listing student learning outcomes for the program.

Shelton State Community College

Deleted in lieu of submitting a post-implementation report:

Program: Criminal Justice, Certificate, CIP 43.0107

Approved by the Commission: December 5, 2003

Deleted from the Academic Program Inventory: March 13, 2009

Troy University

Meeting Conditions:

Program: Surveying and Geomatics Sciences, BS, CIP 15.1102 [formerly named Geomatics]

Approved by Commission: December 5, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: January 2004

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for 2004-05 to 2008-09 will be at least 14, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2004-05 through 2008-09 will be at least 10, based on projections in the proposal.

- 3) That documentation be presented regarding the passage rate for the licensure examination for professional land surveyors.
- 4) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 5) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Surveying and Geomatics Sciences, BS, CIP 15.1102	Admissions	Graduates (2004-05– 2008-09)	Percentage of Graduates Employed in Field
Required	14	10	75%
Reported	50	11	88%

Condition 2: The program had an average of 11 graduates during the review period. In addition, 8 students who transferred into the program from the previous Geomatics concentration completed the program before the designated review period.

Condition 3: The post-implementation report provided information on the licensure process. Exams are given by the National Council of Examiners for Engineering and Surveying (NCEES) and the Alabama State Board for Professional Engineers and Land Surveyors (ASB-PELS). Students with a degree are required to pass two sets of exams to qualify for an Alabama Land Surveyor's License. The NCEES is responsible for giving the first set of exams called the Fundamental of Land Surveying (FLS) while the ASB-PELS gives the Principles and Practice of Land Surveying (PLS) exam. After passing the FLS exam, graduates are required to complete four years of internship working with a licensed land surveyor. After the four year period, graduates must pass the PLS exam.

According to the report, students are allowed to take the FLS exam when they reach senior status. In 2005 a restriction on how many times the exam could be taken was lifted by the NCEES. Following this change, some students used a strategy of taking the exam to measure its difficulty without sufficient preparation for satisfactory completion. As a result, the pass rate dropped drastically in April 2007. Program officials altered requirements so that students are now required to pass a preparatory exam which is built into the Senior Project course in the program's curriculum. Since this preparatory exam has been added, the pass rate has increased.

Overall, the passage rate for first-time test takers over the period April 2004 through April 2008 is 47 percent.

Condition 5: The report gave specific information regarding assessment of the program related to objectives stated in the proposal. Among other assessment criteria, statistics from the Alabama Fundamental Land Surveying State Exam are used to evaluate the program.

University of Alabama at Birmingham

Meeting Conditions:

1. Program: Physical Therapy, DPT, CIP 51.2308

Approved by Commission: August 8, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: Elevation of degree in an existing program.

Post-Implementation Conditions:

- 1) That the annual average admissions (headcount) for the first five years will be at least 35, based on projections in the proposal.
- 2) That the annual average number of graduates for the Academic Years 2004-05 through 2008-09 will be at least 33, based on projections in the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Physical Therapy, DPT, CIP 51.2308	Admissions (Headcount)	Graduates (2006-07– 2008-09)	Percentage of Graduates Employed in Field
Required	35	33	75%
Reported	44	34	90%

Condition 2: The proposal for the program had completion projections for years three through five. In addition, there were 31 completions in years one and two (2004-05 and 2005-06) during the transition period from the master's level program. The average is based on years three through five doctoral-level data.

Condition 3: All graduates had offers of employment at graduation, and ninety percent accepted positions within the first month after graduation. Ten percent delayed employment for personal reasons.

Condition 4: The report included a detailed general assessment. The overall passage rate on the licensure examination for graduates was 98.7 percent.

2. Program: Information Systems, BS, CIP 52.1201

Approved by Commission: December 5, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: January 2004

Post-Implementation Conditions:

- 1) That the annual average admissions for the first five years will be at least 42, based on projections in the proposal.
- 2) That the annual average number of graduates for the Academic Years 2004-05 through 2008-09 will be at least 22, based on projections in the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Information Systems, BS, CIP 52.1201	Admissions	Graduates (2004-05– 2008-09)	Percentage of Graduates Employed in Field
Required	42	22	75%
Reported	57	37	95%

Condition 4: The report included a discussion of how objectives of the program are assessed. A required “real-world” project gives students the opportunity to use all of the courses in the program to solve a business problem for an external organizational sponsor. The project is completed in groups of 3 to 5 students. Students have to accomplish the following: define the business problem in order to develop the IS solution; design and evaluate alternative solutions; choose an appropriate one; build the system; test the system; and deliver a working solution. The teams are diverse and the companies are diverse. Students are required to review the business problem publicly, demonstrate the IS solution in class, and deliver full documentation. The organizational sponsor from outside the class attends the demonstration.

INFORMATION ITEM K: Implementation of an Approved Program

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

Staff Recommendation: For information only.

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

Program Implemented: In accordance with these guidelines, the following institution has sent notification that the program listed has been implemented.

Alabama State University

Program: Rehabilitation Counseling, MRC, CIP 51.2310
Approval date: June 27, 2008
Implementation date: August 2008 (on schedule)
Post-implementation report date: September 1, 2013.

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

None.

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

INFORMATION ITEM L: Changes to the Academic Program Inventory

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

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 the Commission's Website: www.ache.alabama.gov
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

A. Program Inventory Deletions

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

<u>Alabama Southern Community College</u>	51.0904	Emergency Medical Services, AAS/C <i>deleted in lieu of submission of a post-implementation report</i>
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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.

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

<u>Alabama A&M University</u>	13.0401	Educational Administration & Supervision, Instructional Leadership, M.Ed, M.S.
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Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

C. Program Placed on Inactive Status

In accordance with Commission policy, the following program inventory entry is placed on inactive status as of March 13, 2009. The institution may reinstate this program to active status within five years of March 13, 2009, without submitting a program proposal for approval. However, the institution will inform the Commission of program reinstatement by information item that provides evidence of adequate resources and student demand to reactivate the program. If the program has not been reinstated within five years after being placed on inactive status, it will be removed from the Commission's Academic Program Inventory. If an institution wishes to offer a program that has been deleted from the inventory based on its inactive status, a new program proposal must be submitted for Commission review and action.

None.

INFORMATION ITEM M: 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.

Northeast Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Computer Information Systems	11.0101
Medical Transcription	51.0708
Homeland Security	43.0107
Law Enforcement General	43.0107
Law Enforcement Management	43.0107
Forensics	43.0107
Security	43.0107

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," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the Alabama Department of Postsecondary Education. Available upon request.

Institutions of Higher Education

