

## **Alabama Commission on Higher Education**

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# **COMMISSION MEETING**

**June 18, 2010**

**Instructional Affairs Committee Meeting  
9:00 a.m.**

**Regular Meeting  
10:30 a.m.**

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

# **Alabama Commission on Higher Education 2009-2010 Committee Structure**

## **Executive Committee**

*Tom Davis, Chair  
Steve Shaw, Vice-Chair  
Ralph Buffkin  
Charles Ball*

## **Committee of the Whole**

*Steve Shaw, Chair  
Tom Davis  
Ralph Buffkin  
Charles Ball  
Missy M. Smith  
Jeff Coleman  
Drew Linn  
Larry Hughes  
William Powell  
Roberta Watts  
Philip Dotts  
Sydney Raine*

## **Instructional Affairs Committee**

*Charles Ball, Chair  
Missy M. Smith  
Jeff Coleman  
Sydney Raine*

## **Finance & Accountability Committee**

*Ralph Buffkin, Chair  
Drew Linn  
Larry Hughes  
Steve Shaw*

## **Planning Committee**

*Drew Linn, Chair  
William Powell  
Philip Dotts  
Roberta Watts*



# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

RSA Union Building, 9th Floor  
 Public Service Commission Hearing Room  
 June 18, 2010

**9:00 a.m.**

### Instructional Affairs Committee Meeting

*Chair, Charles Ball*

- I. Call to Order
- II. Roll Call of Members and Determination of Quorum
- III. Presentation of Decision Items

**10:30 a.m.**

### Regular Meeting

*Chair, Tom Davis*

- I. Call to Order
- II. Roll Call of Members and Determination of Quorum
- III. Approval of Agenda
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- V. Chairman’s Report
- VI. Executive Director’s Report
- VII. Decision Items
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*Staff Presenter: Margaret Pearson*

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**IX. Adjournment**

# ALABAMA COMMISSION ON HIGHER EDUCATION

## MINUTES OF MEETING

March 12, 2010

### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 12, 2010 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Davis called the meeting to order at 9:45 a.m.

Commissioner Davis welcomed college presidents and guests in attendance. He introduced the newest commissioner, Mr. Sydney Raine, President, Mobile Works, Inc.

There was a moment of silence for colleagues at the University of Alabama in Huntsville.

### II. Roll Call of Members and Determination of Quorum

Members present: Tom Davis, Steve Shaw, Ralph Buffkin, Jeff Coleman, Missy Smith, Charles Ball, Sydney Raine, and Larry Hughes. A quorum was determined by voice roll call of members present.

Members absent: Roberta Watts and William Powell.

### III. Approval of Agenda

RESOLVED: Commissioner Ball moved to approve the agenda. Commissioner Dotts seconded. The agenda was approved.

### IV. Consideration of Minutes of December 4, 2009

RESOLVED: Commissioner Linn moved for approval of the December 4, 2009 minutes. Commissioner Hughes seconded. The minutes were approved.

### V. Chairman's Report

Commissioner Davis reported that he attended the Higher Education Partnership Board Meeting as a guest of Mr. Bill Jones. He and Commissioner Shaw also attended Higher Education Day, where students from all over the state gather to show support for higher education and solicit legislative support. He indicated that he, Dr. Fitch, and Commissioner Shaw have spent a great deal of time dealing with EPSCoR issues.

Commissioner Davis congratulated the University of West Alabama on celebrating their 175th Anniversary.

### VI. Executive Director's Report

Dr. Fitch announced the new director of NAAL, Dr. Ronald Leonard. He commented that NAAL is a nationally recognized organization and truly reflects the idea of consolidation, collaboration, and support of all academic libraries in the state. He stated that he appreciates Dr. Leonard's expertise and contribution to the staff. He also commended Dr. Sue Medina for her years of service to NAAL.

He expressed his appreciation to the presidents, vice-presidents, and deans who have come to the ACHE offices to discuss program review issues.

Dr. Fitch congratulated the ACHE staff for recognition of exceeding 100% donations to the State Combined Campaign fund for the fourth year in a row. The staff also contributed over \$400 in clothing and toys to the Christmas Clearing House, a needy family program. Dr. Fitch thanked the staff for their contributions and involvement.

For information purposes, Dr. Fitch distributed a summary of ACHE budgetary concerns that have been presented to the budget and education committees of the Legislature. A copy is attached.

## **VII. Discussion Items**

### **A. Fall 2009 Student Data**

Ms. Diane Sherman summarized the Fall 2009 Institutional Student Profiles (power point presentation). A copy is attached. She stated that for the first time the student data report includes two independent colleges (Huntingdon and Judson). The other twelve independent colleges will also be sharing their data which will give a "true picture" of higher education across the state.

### **B. Future of Higher Education**

General Paul Hankins, President, Alabama Association of Independent Colleges and Universities, gave a power point presentation highlighting the future of higher education for policy makers and for colleges and universities. The presentation addressed workforce demographics, academic degrees, student characteristics, affordability, and state issues. A copy of the presentation is attached.

## **VIII. Decision Items**

### **A. 2008-2009 Annual Report: Alabama Commission on Higher Education**

RESOLVED: Commissioner Shaw moved that the Commission accept the 2008-2009 Annual Report. Commissioner Ball seconded. Motion unanimously carried.

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

RESOLVED: Based on the recommendation of the Committee of the Whole, Commissioner Shaw moved that the Commission approve Decision Items B through D. Motion carried.

1. Northwest Shoals Community College, Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)
2. Alabama State University, Bachelor of Science in Rehabilitation Services (CIP 51.2399)
3. Auburn University at Montgomery, Bachelor of Science in Organizational Leadership (CIP 52.1003)

4. Jacksonville State University, Master of Fine Arts in Visual Communication and Design
5. University of Alabama in Huntsville, Master of Science in Information Assurance and Security (CIP 11.1003)
6. University of Montevallo, Master of Business Administration (MBA) in Business Administration (CIP 52.0201)

**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. Athens State University, Addition of an Option in Government Administration and Social Policy to the Existing BS in Political Science and Government (CIP 45.0101)
2. Jacksonville State University, Addition of a Non-Certification Track in Physical Activity to the Existing BSEd in Physical Education
3. University of South Alabama, Addition of a Concentration in Glass to the Existing Bachelor of Fine Arts (BFA) in Art (CIP 50.0701)
4. University of South Alabama, Addition of a Concentration in Adult Gerontological Acute Care Nurse Practitioner with Cardiovascular Emphasis to the Existing Doctor of Nursing Practice (DNP) (CIP 51.1601)
5. University of Alabama at Birmingham, Establishment of the College of Arts and Sciences
6. University of North Alabama, Alteration of the Curriculum of the Bachelor of Business Administration (BBA) in Management (CIP 52.0201)

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

1. University of Alabama, New Off-Campus Program (EdD in Instructional Leadership) at the University of North Alabama

**IX. Information Items**

**RESOLVED:** Based on the recommendation of the Committee of the Whole, Commissioner Shaw moved that the Commission accept Information Items A through F. Motion unanimously carried.

- A. Troy University, Addition of a Class B Teaching Certificate in Theater to the Existing BAEd/BSEd In Teacher Education, Multiple Levels (CIP 13.1206)
- B. Auburn University at Montgomery, Addition of a Teacher Certification Program in Sport Management to the Existing MEd in Secondary Education

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- C. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)
- D. Implementation of Non-Degree Programs at a Senior Institution
- E. Implementation of Distance Education Program
- F. Changes to the Academic Program Inventory

**X. Adjournment**

The meeting was adjourned at 10:50 a.m. The next meeting of the Commission is scheduled for June 18, 2010.

\_\_\_\_\_  
Thomas P. Davis, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2010.

\_\_\_\_\_  
Gregory G. Fitch, Executive Director

\_\_\_\_\_  
Notary Public

DECISION ITEM A: Consideration of the "Guidelines for Instructional Role for 2010-15"

**EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-10 gives the Alabama Commission on Higher Education the responsibility to "cause studies to be made for the classifying and prescribing the role and scope for each public institution of higher education in Alabama," and "to hear applications from the institutions for changes in classification or role and scope."

**Factors for Consideration:**

- The last revision of the Commission's instructional role policy was adopted in October 2001.
- In 2008, the Commission staff conducted an instructional role review, which included surveys of Alabama public institutions regarding the Commission's instructional role policy.
- In early 2010, members of the Commission staff drafted a set of revisions to the policy for Commission consideration and approval. This draft has been reviewed by members of the executive committee of the Commission.

DECISION ITEM A: Consideration of the “Guidelines for Instructional Role for 2010-15”

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

Staff Recommendation: That the Commission approve the revised “Guidelines for Instructional Role for 2010-15,” Appendix A.

Note: The Instructional Role Template (Appendix B) will be submitted for Commission review and approval after the conversion of the Academic Program Inventory to the 2010 Classification of Instructional Programs (CIP) taxonomy.

Background: The Code of Alabama, 16-5-10 gives the Alabama Commission on Higher Education the responsibility to “cause studies to be made for the classifying and prescribing the role and scope for each public institution of higher education in Alabama,” and “to hear applications from the institutions for changes in classification or role and scope.”

The Commission’s instructional role policy was last revised in October 2001. In 2008 Dr. Pamela Arrington, then a member of the staff, conducted a review of the instructional role policy in preparation for update of the policy. Surveys were sent to institutional representatives. Responses to the surveys were collected and shared with the Commission at the September 2008 meeting.

In March 2010, members of the Commission staff drafted a set of revisions to the policy for Commission consideration and approval. Responses from the institutions to the 2008 instructional review were considered, along with input from several members of the staff. The attached draft has been reviewed by members of the executive committee of the Commission.

Supporting Documentation:

1. Appendix A: “Guidelines for Instructional Role for ~~2004-05~~ 2010-15,” attached.
2. Appendix B: “Instructional Role Matrix Template,” attached.
3. Alabama Commission on Higher Education, September 19, 2008, Discussion Item: “Review of Instructional Role and Scope Policy,” available upon request.

Appendix A

*Alabama Commission on Higher Education*

**GUIDELINES FOR INSTRUCTIONAL ROLE FOR ~~2004-05~~ 2010-15**

Instructional role is defined as the matrix of academic subdivision groupings (ASG) and degree award levels approved for a university or two-year college by the Commission. For the ~~2004-05~~ 2010-15 planning period, there will be two instructional role matrix templates, one for universities and one for two-year colleges (refer to Appendix A). Each institution's instructional role matrix will be generated by applying the programs in the Commission's academic program inventory to the appropriate instructional role matrix template. Cells in the matrix will either be empty or display an "X". Empty cells are not considered within the institution's current role, and "X" cells indicate that the ASG and degree level are within the institution's role and that at least one program is currently offered.

Role Expansion: Role expansion is defined as approval of a new program proposal that would: a) replace an empty cell on an institution's matrix with an "X," and/or b) add a new CIP code to the instructional role matrix template. Role expansion can occur by expanding to a higher degree level and/or expanding to a new academic subdivision grouping.

Parameters for Role Expansion for ~~2004-05~~ 2010-15: Through the adoption of general parameters guiding role expansion, the instructional role process allows the Commission to set the parameters for new program development through broad guidelines for a five-year planning period. These parameters will become effective upon approval by the Commission and will continue in effect until the adoption of an instructional role policy for the next planning period.

1. There will be no change in the instructional role matrix template for two-year colleges. The instructional role matrix template for . . .
  - Community and junior colleges accredited by the Commission on Colleges (COC) of the Southern Association of Colleges and School (SACS) will include only Certificate (30-60 sh), AA, AS, AAS & AOT awards.
  - Technical colleges accredited by the COC of SACS will include only Certificate (30-60 sh), AAS & AOT awards.
  - Technical colleges accredited by the Council on Occupational Education (COE) will include only Certificate (30-60 sh), Diploma, AAT, & AOT awards.

Adopted on ~~October 12, 2004~~ April 1, 2010 Draft Revision

Note: All two-year colleges also offer short certificates that are less than or equal to 29 26-semester hours. However, those certificates are not reflected on the Commission's instructional role matrix because they are not subject to Commission approval and are not listed in the Commission's inventory.

2. ~~The Commission will approve no new program proposals for any university or two-year college that would result in role expansion to a higher degree level for the institution (Example: An institution that currently offers doctoral programs in field "X" could propose a new doctoral program in field "Y." However, the Commission will not approve a doctoral program in field "X" for an institution that does not currently offer any independent doctoral programs.)~~ Consideration of Program Proposals above the Instructional Role Level Recognized by the Commission:

- a. Proposals for new academic programs must be in agreement with the institution's description in state statute. Proposals for programs that are outside the statutory description of the institution will be considered incomplete and returned to the proposing institution.

- b. Consideration of Proposed Higher Degree Programs in a Single Discipline:

The Commission will accept, review, and vote on program proposals in a single discipline at a level higher than an institution's Commission-recognized instructional degree level if one of the following criteria applies:

- i. The proposed program would be a unique offering in the state of Alabama that would serve a strong, distinct, and well-documented societal, educational, or economic need.
- ii. An elevation in degree-level for an existing program is required by the recognized accrediting agency for the program and must be attained to continue the program's accreditation. The institution must provide supporting documentation from the agency accrediting the program.
- c. During the review process if it is determined that a program proposal does not meet one of the criteria above (b.i., ii.), it will be considered incomplete and returned to the institution submitting the proposal. In order to have a returned proposal considered by the Commission, the institution must first apply for the approval of an instructional role level expansion.
- d. Acceptance of a proposal for review and vote by the Commission does not imply approval of the program. The proposal still will be subject to the regular academic program review process and vote by the Commission.

- e. Approval of a program based on the criteria (b.i, ii.) above, will be for a single discipline. Expansion of role level to other disciplines will require Commission approval of an expansion of instructional role level prior to the submission of program proposals.
- Institutions with doctoral role include Alabama A&M University, Alabama State University (with Commission approval of up to two Court-mandated Ph.D. or Ed.D. programs), Auburn University, The University of Alabama, University of Alabama at Birmingham, University of Alabama in Huntsville, University of South Alabama. Troy University has been approved to offer one specific doctoral program, the Doctor of Nursing Practice in Nursing.
- f. ACHE Standard Provisions: In the ACHE Standard calculation there are several parts of the formula where doctoral institutions receive a higher component cost factor than nondoctoral institutions.
  - i. There is a differential between the Instructional Cost multiplier used for doctoral institutions and nondoctoral institutions. The Instructional Cost multiplier is based on costs associated with general studies programs such as English, history, and social studies. The "unit cost" to produce a general studies credit hour is generally higher at a doctoral institution than a nondoctoral institution due to faculty salary cost, departmental operating expenses, and productivity factors.
  - ii. Doctoral credit hours receive higher weighting factors due to the increase in costs to produce these credit hours.
  - iii. The Library support cost factor per unweighted credit hour is more for doctoral credit hours than nondoctoral credit hours due to the higher costs for publications.
  - iv. Doctoral institutions receive an additional eight percent (8.0%) and nondoctoral institutions receive four percent (4.0%) of the amount they received from the academic program formula for Research.

For the purposes of the ACHE Standard calculation, any new doctoral program approved for an institution that does not have a doctoral role as of January 1, 2010, will be given the appropriate doctoral weights only for the credit hours that result from the implementation of the newly approved program. These credit hours also shall receive the doctoral library factor in the ACHE Standard calculation. In addition, any institutions granted doctoral level status after the above date will continue to receive the non-doctoral instructional cost multiplier and the 4.0% additional amount for organized research instead of the 8.0%.

Adopted on October 12, 2004 April 1, 2010 Draft Revision

NOTE: Any similar provisions previously placed on an institution as part of a program approval prior to the revision of this policy are still in effect.

3. Use of Collaborative Programs: To foster collaboration and cooperation to meet significant identified needs, the Commission may approve institutions without an independent doctoral or master's role to participate in joint, shared, and cooperative doctoral or master's programs. Participation in such joint and shared programs will not give such institutions an independent doctoral or master's role and calls for a strong rationale.
4. Consideration of Requests for the Expansion of Institutional Instructional Role to a Higher Degree Level:
  - a. To be considered for any expansion of instructional role to a higher level, the request must be in agreement with the institution's description in state statute. Proposals for programs that are outside the statutory description of the institution will be considered incomplete and returned to the proposing institution.
  - b. The Commission will use all of the following criteria to evaluate and approve or disapprove requests for expansion of institutional role to a higher instructional level:
    - i. Institutional readiness.
    - ii. Rationale for the expansion to a higher instructional level.
    - iii. Relationship of the requested expansion to the state's documented needs, educational goals, and priorities.

~~Adopted on October 12, 2004~~ April 1, 2010 Draft Revision

Appendix B

Instructional Role Matrix Template  
 Universities

~~2001-05 Planning Period~~ 2010-15 [To Be Revised After Conversion of the Inventory to the CIP 2010 Taxonomy]

LINE	ACADEMIC SUBDIVISION GROUPINGS	DEGREE LEVEL				
		ASSOC	BACC	M/ EdS	DOC	1 <sup>st</sup> PROF
1	Agriculture & Renewable Natural Resources (CIP 01, 02, 03)					
2	Architecture & Environmental Design (CIP 04)					
3	Business (CIP 08, 52)					
4	Communications & Related Technologies (CIP 09, 10)					
5	Education (CIP 13)					
6	Engineering (CIP 14)					
7	Engineering Technology (CIP 15)					
8	Home Economics (CIP 19, 20)					
9	Humanities (CIP 05, 16, 23, 38)					
10	Law (CIP 22)					
11	Library Science (CIP 25)					
12	Parks, Recreation, Leisure & Fitness Studies (CIP 31, 36)					
13	Protective Services & Public Affairs (CIP 43, 44, 51.1503)					
14	Life Science (CIP 26)					
15	Physical Science/Mathematics (CIP 27, 40, 41)					
16	Computer Science (CIP 11)					
17	Social & Behavioral Science (CIP 42, 45)					
18	Visual & Performing Arts (CIP 50)					
19	Health Related Professions (CIP 51.02, 51.03, 51.06-51.10, 51.1501, 51.1502, 51.1599, 51.1604, 51.1614, 51.1615, 51.18, 51.23, 51.26)					
20	Basic Clinical Health Sciences (CIP 51.13, 51.14)					
21	Dentistry (CIP 51.04, 51.05)					

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LINE	ACADEMIC SUBDIVISION GROUPINGS	DEGREE LEVEL				
		ASSOC	BACC	M/ EdS	DOC	1 <sup>st</sup> PROF
22	Medicine (CIP 51.12)					
23	Nursing (CIP 51.1601-51.1603, 51.1605-51.1612, 51.1699)					
24	Optometry (CIP 51.17)					
25	Pharmacy (CIP 51.20)					
26	Public Health (CIP 51.22)					
27	Veterinary Medicine (CIP 51.24, 51.25)					
28	Health Sciences, Other (CIP 51.11, 51.27, 51.99)					
29	Trade & Industrial (CIP 21, 46, 47, 48, 49)					
30	Liberal Arts/Interdisciplinary Studies (CIP 24, 30)					

Instructional Role Matrix Template  
 Two-Year Colleges  
~~2001-05 Planning Period~~ 2010-15 [To Be Revised After Conversion of the Inventory to  
 the CIP 2010 Taxonomy]

LINE	ACADEMIC SUBDIVISION GROUPINGS	DEGREE LEVEL						
		CERT	DIPL	AA	AS	AAS	AAT	AOT
1	Agriculture (CIP 01, 02, 03)							
2	Business (CIP 08, 52)							
3	College-Parallel Transfer Programs (CIP 01-31, 38-45, 48, 50, 52)							
4	Communications (CIP 09, 10)							
5	Computer Science (CIP 11)							
6	Consumer, Personal & Miscellaneous Services (CIP 12)							
7	Engineering Related Technologies (CIP 15)							
8	Health Related Professions (CIP 51 except 51.1601 & 51.1613)							
9	Home Economics (CIP 19, 20)							
10	Legal Assisting (CIP 25.0103)							
11	Library Assisting (CIP 25.0301)							
12	Nursing (CIP 51.1601 & 51.1613)							
13	Parks & Recreation (CIP 31)							
14	Protective Services & Public Affairs (CIP 43, 44)							
15	Science Technologies (CIP 41)							
16	Social Science & History (CIP 45)							
17	Trade & Industrial (CIP 46, 47, 48, 49)							
18	Visual & Performing Arts (CIP 50)							
19	Occupational Technologies (CIP 30)							

DECISION ITEM B-1: Athens State University, Bachelor of Arts in Art (CIP 50.0701)

### **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 program is to support the mission of Athens State University and the Department of Postsecondary Education to deliver excellence in academic education, and support student development by providing an affordable education at the baccalaureate level. The proposed program will enable students who wish to enter the field of art to master the knowledge and skills necessary to be successful in the field, in graduate school, in teaching, and in the field of computer graphics and digital photography.

**Role:** Athens State University (ATSU) is approved to offer Bachelor of Arts (BA) programs. Until recently, ATSU had a BA program in Art, General. The program was deleted by ATSU as the result of the Commission's viability study. ATSU submitted a proposal for a revised curriculum, using existing resources. Approval of the proposed program will reinstate ATSU's role in the academic area of Visual and Performing Arts.

**Mode of Delivery:** The program will be delivered in a traditional format at an off-campus site in Decatur and through distance education. (Regarding the off-campus site, see the information item in this packet, "Athens State University, New Exempt Off-Campus Site."). The program will use: Blackboard® for content management, video lectures provided by Tegrity®, and virtual, interactive classes using Wimba Classroom™. In addition, the use of hands-on lab activities, real-time chats, collaborative discussions, as well as proctored online testing will be incorporated.

**Similar Programs:** Programs in Art at CIP 50.0701 are found at the following institutions: the University of Alabama at Birmingham, Alabama State University, the University of Montevallo, Jacksonville State University, the University of South Alabama, and the University of North Alabama.

**Collaboration:** An agreement has been reached between Calhoun Community College and Athens State University on the joint operation and construction of a fine arts center called the Decatur Arts Center. Both institutions have pledged \$3.2 million each to the project. The city of Decatur and the Morgan County Commission have each pledged \$800,000 distributed across three years. According to the proposal, since Calhoun offers freshman and sophomore courses and Athens offers junior and senior courses, the agreement calls for each institution to provide the art professors and curriculum to meet their needs.

**Resources:** The proposal projected that a total of \$5,000 in estimated new funds will be required to support the proposed program. A total of \$206,738 will be available through tuition.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program has been redesigned to offer tracks in computer graphics, studio arts, and licensure to teach art in secondary schools.
2. A joint fine arts center with Calhoun Community College has been approved by the Alabama Department of Postsecondary Education and the State Board of Education.

DECISION ITEM B-1: Athens State University, Bachelor of Arts in Art (CIP 50.0701)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Art (BA) in Art.

The program will have tracks in computer graphics, studio art, and teacher licensure. Consistent with Commission policy and operational definitions, these tracks will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program with tracks will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2014-15 (four-year average) will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment 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.

Athens State University (ATSU) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2015.

Supporting Documentation: 1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Athens State University program proposal, submitted March 12, 2010. 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 Athens State University

PROGRAM Bachelor of Arts in Art

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM						
	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT						
	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$16,128	\$32,256	\$36,352	\$41,472	\$45,312	\$171,520
FEES	\$3,100	\$6,678	\$7,473	\$8,586	\$9,381	\$35,218
TOTAL	\$19,228	\$38,934	\$43,825	\$50,058	\$54,693	\$206,738

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS						
	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	12	24	31	40	50	31
NEW ENROLLMENT HEADCOUNT	12	12	14	17	20	15
DEGREE COMPLETION PROJECTIONS	0	7	8	10	12	9

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Art  
Athens State University

**Role:** Athens State University (ATSU) is approved to offer Bachelor of Arts (BA) programs. Until recently, ATSU had a BA program in Art, General. The program was deleted by ATSU as the result of the Commission's viability study. ATSU submitted a proposal for a revised curriculum, using existing resources. Approval of the proposed program will reinstate ATSU's role in the academic area of Visual and Performing Arts.

**Objectives:** The goal of the proposed program is to support the mission of the institution and the Alabama Department of Postsecondary Education to deliver excellence in academic education, and support student development by providing an affordable education at the baccalaureate level.

The proposed program will enable students who wish to enter the field to master the knowledge and skills necessary to be successful in the field of art, in graduate school, in teaching, and in the field of computer graphics and digital photography.

The proposed program, regardless of track, will have the following program goals:

- Provide quality education that is convenient for different types of students by offering part of the program in internet based instructional formats.
- To work closely with the course content and program design of the Calhoun Community College curriculum. Calhoun is ATSU's main feeder school.
- To provide quality education at the proposed new site facility, the Robinson Building (downtown Decatur fine arts building).

To meet these goals, the following objectives have been established for the Computer Graphics Track:

- Students will expand and update their knowledge of design in digital media and desktop publishing with the skill needed to meet the increasingly complex demands of the workforce in the areas of creative and effective use of design principles.
- Students will study key computer graphics content areas including: digital photography, web page design, computer aided photographic enhancement, publication design, basic animation, creative visual problem solving with an emphasis on portfolio building, technical skills, and personal artistic growth.
- Project-based computer lab exercises will allow students to integrate technical learning experiences with non-technical soft skills through creation of visual projects, along with research, written documentation, oral presentations, and team-oriented projects. Emphasis here will be on creativity, critique, and writing about art.
- Students will culminate their study with a senior exhibition that emphasizes professional organization of a portfolio, and presentation and display of design work.

Additional goals for the Studio Art Track:

- Through ATSU's open enrollment policy, to accept all art majors, even if they have not taken art courses before entering ATSU.
- To offer a variety of traditional art classes (painting, drawing, ceramics & printing), giving students an opportunity to accumulate various fine art skills.

To meet these goals, the following objectives have been established for the Studio Arts Track:

- Students will expand and update their knowledge of materials and methods in the studio arts.

- Students will become practiced and skilled in the areas of creativity and effective use of art elements and design principles.
- Students will study key fine arts content areas including: painting, drawing, photography, ceramics, and mixed media with an emphasis on creative visual problem solving, portfolio building, technical skills, and personal artistic growth.
- Students will complete project based exercises which will allow students to integrate technical learning experiences with non-technical soft skills through creation of visual projects, along with research, written documentation, oral presentations, and team-oriented projects. Emphasis here will be on creativity, critique, and writing about art.
- Students will culminate their study with a senior exhibition that emphasizes professional organization of a portfolio, and presentation and display of their own artwork.

To meet programs goals, the following objectives have been established for the Licensure Track:

- Students will expand and update their knowledge of materials and methods in the studio arts.
- Students will become rehearsed and skilled in the areas of creativity and effective use of the art elements and design principles.
- Students will study key fine arts content areas including: computer graphics, painting, drawing, photography, ceramics, and mixed media with an emphasis on creative visual problem solving, portfolio building, technical skills, and personal artistic growth.
- Students will complete project-based exercises will allow students to integrate technical learning experiences with non-technical soft skills through creation of visual projects, along with research, written documentation, oral presentations, and team-oriented projects. Emphasis here will be on creativity, critique, and writing about art.
- Students will study the unique dynamics of teaching and assessing a comprehensive arts education to secondary level children.
- Students will examine how learning about art relates to adolescents' perception, cognition, questioning, and interpretation processes.
- Students will pursue inquiry into the relationship between creating and philosophical investigation about art.
- Students will study multi-cultural approaches to teaching art.
- Students will learn how to find and develop art resources for the classroom.
- Students will learn how use the integration of other subjects into art thinking and into the creation of art.
- Students will study the role of creativity across the curriculum.
- Students will observe secondary education practices in a working art classroom.
- Students will learn to give instruction to help their own students prepare an art portfolio that synthesizes knowledge, skills, and dispositions in art and pedagogy developed through a comprehensive art education curriculum.
- Students will implement an art lesson plan, first in the university classroom and then in a secondary educational setting under the supervision of that classroom's instructor.
- Students will culminate their study with a senior exhibition that emphasizes professional organization of a portfolio, and presentation and display of their own art work.

**Administration:** The program will be administered by the College of Humanities and Social Sciences (Dr. Tony Moyers, Chairperson) in the College of Humanities (Dr. Ron Fritze, Dean).

**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). Three responses to the NISP were received. These responses noted specific information that should be addressed in the proposal, as well as listing similar programs in the state. One response to the proposal was received. This response stated that the program might affect the responding institution's transfer students from Calhoun Community College.

**Accreditation:** According to the proposal, since Athens is an upper level, two-year institution, it falls outside of the realm of accreditation in art.

**Location:** The program will be delivered in a traditional format at an off-campus site in Decatur and through distance education. (Regarding the off-campus site, see the information item in this packet, "Athens State University, New Exempt Off-Campus Site.").

**Curriculum:** The proposal stated that the following two courses will be new to the program:

AR 435 Computer Graphics - 4 semester hours (sh)

BI/AR Digital Microphotography and Image Analysis – 3 sh

The proposed program will consist of the following three tracks:

Computer Graphics:

Credit hours required in major: 51 sh  
Credit hours in general education: 42 sh  
Credit hours in required or free electives: 17 sh  
Credit hours in required minor: 18 sh  
Total credit hours required for completion: 128 sh

Studio Arts:

Credit hours required in major: 63 sh  
Credit hours in general education: 42 sh  
Credit hours in required or free electives: 5 sh  
Credit hours in required minor: 18 sh  
Total credit hours required for completion: 128 sh

Licensure in Art

Credit hours in required major: 45 sh  
Credit hours in general education: 42 sh  
Credit hours in required or free electives: 5 sh  
Credit hours for licensure/certification: 36 sh  
Total credit hours required for completion: 128 sh

**Collaboration:** Future collaboration is expected as an agreement has been reached with Calhoun Community College and Athens State University on the joint operation and construction of a fine arts center called the Decatur Arts Center. Both institutions have pledged \$3.2 million each to the project. The city of Decatur and the Morgan County Commission also have each pledged \$800,000 distributed across three years. According to the proposal, since Calhoun offers freshman and sophomore courses and Athens offers junior and senior courses, the agreement calls for each school to provide the art professors and curriculum to meet their needs.

**Distance Education:** The program will be delivered in a traditional format and through distance education. The program will use: Blackboard® for content management, video lectures provided by Tegrity®, and virtual, interactive classes using Wimba Classroom™. In addition, the use of hands-on lab activities, real-time chats, collaborative discussions, as well as proctored online testing will be incorporated.

**Admissions:** The proposal gave the following criteria for admission:

A community/junior college transfer student may be admitted provided he or she has earned (1) a degree from a two-year institution accredited by SACS or other regional accrediting agency, or (2) sixty to sixty-four semester hours of college credit with a 2.0 grade point average on a 4.0 scale or (3) completed all general studies curriculum core requirements (Areas I-IV) and submitted early transfer forms.

A student who has completed a minimum of freshman and sophomore years at a regionally accredited four-year institution may be admitted with a 2.0 grade point average on a 4.0 scale.

A student from a regionally accredited technical college/institute may be admitted as a degree-seeking student provided he or she has completed a technical program and has received a degree, diploma, or certificate.

**Need:** The proposal states that with the licensure to teach art track and new emphasis on digital photography and graphic design added to this program, students who are seeking jobs will have the training necessary to teach in the secondary schools. Additionally, according to the proposal, about 60 percent of artists and related workers are self-employed.

- Many artists do freelance work while continuing to hold a full-time job until they are established. Others freelance part time while still in school to develop experience and to build a portfolio of published work. Freelance artists try to develop a set of clients who regularly contract for work.
- Artists usually develop their skills through a bachelor's degree program or other postsecondary training in art or design.
- Keen competition is expected for both salaried jobs and freelance work because the arts attract many talented people with creative ability.

Nationwide artists held about 221,900 jobs in 2008. Employment was distributed as follows:

Art directors	84,200
Multimedia artists and animators	79,000
Fine artists (painters, sculptors and illustrations)	23,600
Craft artists	13,600
Artists and related workers, all other	21,500

Employment of artists and related workers is expected to grow 12 percent through 2018, about as fast as the average for all occupations. An increasing reliance on artists to create digital or multimedia artwork will drive growth.

The following are a list of corporations in the north Alabama area that have job listings in Graphic Design:

AIGA – Huntsville, Alabama  
EADS North America – Huntsville, Alabama  
Aerotek – Huntsville, Alabama  
Raytheon – Huntsville, Alabama  
Digital Production Surveys – Huntsville, Alabama  
Schafer Corporation – Huntsville, Alabama  
ITAC Solutions – Huntsville, Alabama  
Errol Shim – Huntsville, Alabama  
Gasing Regional Newspapers – Needham, Alabama  
Strategic Placement – Atmore, Alabama  
Nichols Research – Huntsville, Alabama  
Intergraph – Huntsville, Alabama

**Student Demand:** A student interest survey was conducted in selected freshman/sophomore classes at Calhoun Community College in December 2009 for those students who may be attending ATSU beginning within the next two years to determine interest from current students. A total of 66 surveys were distributed in class and all were returned. Of these, 51, or 77 percent, indicated an interest in the Computer Graphics track. A total of 35 of the 66 (53 percent) indicated their interest in a Studio Arts track. A total of 10 of the 66, or 15 percent, indicated an interest in the Art Education track.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 2

Part-time: 4\*

Current Support (Art & Education) Faculty—

Full-time: 10

Part-time: 4\*

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: \*

Support Faculty—

Full-time: 0

Part-time: \*

*\* Part-time faculty are employed on an “as needed” basis each term, depending on student enrollment. ATSU stated in the proposal that strong adjunct faculty members are available to teach in the program.*

**Support Staff:** Currently there are four staff members who will also provide support for the proposed program. These include an administrative assistant and a secretary within the College of Arts and Sciences and in the School of Education.

**Equipment:** Since the BA in Art was offered at ATSU for decades, equipment has been regularly updated. No additional equipment or associated costs will be needed for this program at this time. Currently Athens State University has 1 art computer lab and 7 classrooms, plus office facilities for full-time and adjunct faculty. The computer lab has 11 computers and an overhead projection system that are kept current in terms of equipment and software.

**Facilities:** No new facilities or renovations will be required for the program.

**Library:** Athens State University has offered coursework in visual art leading to the bachelor's degree for many years and maintains a strong library collection in this subject area. Analysis of the collection shows that it should be sufficient to support the proposed Arts Center in Decatur. Currently the Athens library collection includes approximately 2,700 titles supporting the art program. The following table breaks these holdings down by selected broad subject areas.

Topic	Total Titles	E- Books
General arts	2,724	651
Painting	348	40
Photography	347	116
Drawing	101	14
Pottery	80	28
Sculpture	77	19
Ceramics	28	7
Computer Graphics	162	140
Art History	482	295

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Art Criticism	112	74
Printmaking	18	13
Art - Study & Teaching	93	36

**Program Budget:** The proposal projected that a total of \$5,000 in estimated new funds will be required to support the proposed program. A total of \$206,738 will be available through tuition and lab fees.

**Attachment 3**

**Athens State University  
Bachelor of Arts in Art  
Curriculum**

Hours in General Education Requirements: 42 semester hours. These courses will be transferred from Calhoun Community College or another institution and will be in agreement with articulation and transfer policies.

Program Major Core Courses

(Courses required of all students enrolled in the program regardless of track):

ART 121	Two Dimensional Design	3 semester hours
ART 203	Art History I	3
ART 204	Art History II	3
CIS 146	Microcomputer Applications	3
AR 331	Photography II	3
AR 423	History of Modern Art	3
AR 424	Late Modern History	3
AR 465	Portfolio, Exhibition, and Art Research	3

Total Hours in Program Major Core: 24 semester hours

Computer Graphics Track:

Required Courses:

VCM 150	Typography	3 semester hours
VCM 180	Introduction to Graphic Design	3
AR 300	Art Studio	3
AR 404	Art Studio in Photography	3
AR 335	Topics in Adobe Photoshop	3
AR 336	Adobe Illustrator Design	3
AR 426	Critical Theories in Art	3
AR 435	Computer Graphics	3
AR /BI 336	Digital Microphotography	3

Total Hours in Required Courses for the Track: 27 semester hours

Total in the major with the Computer Graphics Track: 51 semester hours

Free and required electives: 17 semester hours

Minor: 18 semester hours

Studio Arts Track:

Required Courses:

ART 113	Drawing (First Course)	3 semester hours
ART 114	Drawing (Second Course)	3
ART 127	Three-Dimensional Design	3
AR 300	Art Studio	3
AR 301	Painting	3
AR 311	Landscape Painting	
Or AR 314	Topics in Watermedia	3
AR 312	Figure Drawing	3
AR 315	Topics in Ceramics	3
AR 430	Advanced Drawing and Design	3

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AR 461	Special Workshop in Sculpture	3
AR 405	Printmaking	3
AR426	Critical Theories in Art	3

Total Hours in Required Courses for the Track: 36 semester hours

Total in the major with the Studio Art Track: 60 semester hours

Elective: 3 semester hours

Minor: 18 semester hours

Education Licensure Track:

Required Courses:

ART 113 Drawing (first course)		3 semester hours
ART 114 Drawing (second course)		3
ART 127 Three-Dimensional Design		3

CIS 301	Problem Solving with Computers	3
AR 312	Figure Drawing	3
AR 315	Topics in Ceramics	
Or AR 317	Ceramic Sculpture	3
AR 408	Printmaking	3

Total Hours in Required Courses for the Track: 21 semester hours

Total in the major with the Licensure Track: 45 semester hours

Electives: 5 semester hours

Total hours required in certification courses: 36 semester hours, as listed below:

ED 301	Foundations of Education I	3 semester hours
ED 301	Foundations of Education I	3
ED 305	Technology and Media in Education	3
SC 331	Classroom Management in Secondary Education	3
SC 333	Teaching Reading/Writing in the Content Areas	3
SC 362	Assessment and Evaluation in Secondary Education	3
SE 301	Introduction to Exceptional Learners	3
AR 350	Materials and Methods of Teaching Art in Middle School/High School	3
PS 334	Adolescent Psychology	3
SC 486	Internship in High School Education	9

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Total Semester Hours Required for the Program: 128

DECISION ITEM B-2: Alabama A&M University, Bachelor of General Studies in General Studies (CIP 24.0102)

### **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 has been created to facilitate students whose goals and interests cannot be met through an existing major at the institution.

**Role:** Alabama A&M University is approved to offer programs at the baccalaureate level. The approval of the proposed program will expand this role to the academic subdivision "Liberal Arts and Multi/Interdisciplinary Studies."

**Mode of Delivery:** The proposed program will be delivered using a hybrid on-line/in-class format, with approximately 20 percent of the courses offered online.

**Similar Program:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. These programs are tailored to fit the offerings of the institution and the interests of the student. The University of Alabama and Auburn University have baccalaureate programs 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:** According to the proposal, the institution is open to collaborating with two-year institutions in the state; however, no formal agreements have been reached. The University of North Alabama indicated in their NISP response that they would welcome the opportunity to collaborate with Alabama A&M to make maximum use of the resources of both institutions.

**Resources:** A total of \$2,500 in new funds will be needed for the program in the first five years, and a total of \$1,397,192 will be available through tuition. Tuition will come both from students within the university transferring from other academic programs and from students entering the university for the first time.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comment. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will satisfy the needs of students who do not require specialization at the undergraduate level in order to enter professional or graduate school.
2. According to the proposal, students who are successful in the proposed program will be eligible to seek employment in retail store management, project management, and office management.
3. The proposed program will only require a total of \$2,500 in estimated new funds.

DECISION ITEM B-2: Alabama A&M University, Bachelor of General Studies in General Studies (CIP 24.0102)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of General Studies (BGS) in General Studies with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 20, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2014-15 (four-year average) will be at least 13, 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 entering graduate or professional 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.

Alabama A&M University (AAM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Alabama A&M University program proposal, dated March 12, 2010. 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	Alabama A&M University
PROGRAM	Bachelor of General Studies in General Studies, CIP 24.0102

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$500	\$500	\$500	\$500	\$500	\$2,500.00
<b>TOTAL</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$2,500.00</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION*	\$86,772	\$256,230	\$312,970	\$355,875	\$385,345	\$1,397,192
<b>TOTAL</b>	<b>\$86,772</b>	<b>\$256,230</b>	<b>\$312,970</b>	<b>\$355,875</b>	<b>\$385,345</b>	<b>\$1,397,192</b>

\*Tuition is from students transferring from other programs as well as new students

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	30	40	50	60	40
NEW ENROLLMENT HEADCOUNT	20	20	20	20	20	20 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	5	10	15	20	13

## Attachment 2

### Summary of Background Information

Bachelor of General Studies in General Studies  
Alabama A&M University

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

**Objectives:** The proposed program has been created to facilitate students whose goals and interests cannot be met through an existing major at the institution. Additional objectives are as follows:

- To meet the needs of those students who are interested in meeting their individual goals through a program of general study.
- To enable Alabama A&M to better respond to the needs of its prospective nontraditional students.
- To provide students an opportunity to design an educational program that is flexible and different from existing majors.

The specific outcomes will depend on the concentration chosen by the student. Each student in this degree program will be required to have a concentration in an academic area currently offered at the university. Each academic program has specific student learning outcomes with a plan to assess whether students have met the expected outcomes. After a general studies student has selected a concentration, he/she will be provided with the specific learning outcomes for that area. The academic advisor for the student will then be charged to ensure that the student takes the appropriate courses and engages in the specific experiences that will ensure that the student has received the appropriate exposure to the key elements of the discipline. An assessment will then be made of the student's mastery of the knowledge, skills and attitudes appropriate for the concentration. This will take the form of an exit examination, an internship experience, a research project, or some other type of capstone experience. The mastery of skills will be gauged by a rubric appropriate to the experience. It is only after the student has demonstrated the appropriate level of mastery that they will be allowed to receive the degree with the selected concentration.

After program completion, graduates will be surveyed annually for five years to ascertain the following:

- The type of employment obtained or whether graduate studies were pursued, and if so, in what field.
- Beginning salary
- Career progression
- Sense that general studies degree was not detrimental to employment/career goals.

**Administration:** The program will be administered by the School of Arts and Sciences, Dr. Mathew Edwards, dean, and the Department of Behavioral Sciences, Dr. Ronald Slaughter, chairperson.

#### 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). One response was received in the NISP phase and one in the proposal phase of the review. The NISP response made suggestions regarding the development of the proposal. The proposal comment supported the AAM proposal, stating that the proposed program "is an appropriate part of the inventory of any institution of higher learning with a broad educational mission and a commitment to access and inclusiveness."

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

**Curriculum:**

Program Completion Requirements:

Credit hours required in general education/program core :	47 semester hours (sh)
Credit hours in required or free electives:	55 sh
Credit hours in concentration:	21 sh
Total	123 sh

According to the proposal, there will be no addition of new courses. All courses required for satisfaction of the degree requirements are already in place.

**Collaboration:** According to the proposal, the institution is open to collaborating with two-year institutions in the state; however, no formal agreements have been reached. The University of North Alabama indicated in their NISP response that they would welcome the opportunity to collaborate with Alabama A&M to make maximum use of the resources of both institutions.

**Distance Education:** The proposed program will be delivered using a hybrid on-line/in-class format, with approximately 20 percent of the courses offered online.

**Admissions:** Acceptance to A&M is based on a high school GPA of 2.0, and ACT score of 18 or SAT score of 1290 (math, verbal and writing). The conditions for acceptance into the proposed program are as follows: (1) The student must have fulfilled all general education requirements. (2) The major can only be chosen by students who have completed a minimum of 50 academic credit hours at A&M or the equivalent from an accredited institution.

**Need:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. These programs are tailored to fit the offerings of the institution and the interests of the student. The University of Alabama and Auburn University have baccalaureate programs 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.

According to the proposal, a degree program in general studies, because of its non-specified direction, satisfies the needs of those students who do not require specialization at the undergraduate level in order to enter professional or graduate school. Non-traditional students who need a degree in order to advance in their careers will benefit greatly from this offering. The program will also provide a degree opportunity for students who are not accepted into AAM's education and social work programs. These students, while making satisfactory academic progress, are not always able to meet the more stringent requirements for acceptance into these programs.

A national salary survey report for the Bachelor of General Studies indicate that areas of employment for the proposed program include: retail store management, administrative assistance, information technology, project management, office management, and executive assistants. Employment was achieved in non-profit organizations, colleges/universities, federal, state and local government, and hospitals, among others.

**Student Demand:** No formal survey was conducted. However, according to A&M, there are several groups of students who have attended the university for 3 - 4 years without declaring a major or have been unsuccessful in fulfilling the requirements to enter upper-level courses in their major of choice (e.g., education or social work). These students can be re-directed to the proposed General Studies major. An approximation from the A&M's Teacher Service Center

indicates that approximately 383 students have applied for formal admission to the University Teacher Education Program and have not been admitted. More than 50 percent of these students are already registered at A&M. There is also a pool of students (mainly non-traditional students) who want to take a few college courses or obtain a degree with no intent to specialize in a particular area. Therefore, by offering the baccalaureate degree in General Studies, the university will meet the needs of these groups of students.

**Resources:**

**Faculty/Staff:** According to A&M officials, currently there are 345 full-time and 25 part-time faculty members employed at AAM. These faculty members are actively involved in teaching classes associated with 41 undergraduate degree programs. Due to the non-specific nature of the proposed degree program, it is expected that at some point all faculty members will be contributors.

**Support Staff:** According to the proposal, additional support faculty will not be required for the proposed program.

**Equipment:** No equipment specific to general studies is required for the program.

**Facilities:** At this time, no building or classroom renovations will be required for the proposed program.

**Library:** Due to the generalized nature of the proposed program the complete library collection is as follows:

Book Collection - Volume held	253,361
Total Bound Periodicals	27,519
Total Government Documents	200,073
Total Microform in Collection	3,451
Total ERIC Microfiche	116,293
Total Reels of Periodical Microfilms	23,331
Total Audio Visual Items	631,841

**Program Budget:** The proposal projected that a total of \$2,500 in estimated new funds will be required to support the proposed program. A total of \$1,397,192 will be available through tuition. Tuition will come both from students within the university transferring from other academic programs and from students entering the university for the first time

**Attachment 2**  
**Alabama A&M University**

**Bachelor of General Studies in General Studies**

The General Studies major consists of 47 semester credit hours (SCH) in the General Education curriculum. One Academic concentration area of 21 semester credit hours (SCH) is required. All elective hours except for 12 semester credit hours must come from 300- and 400- levels.

Political Science concentration must take the following courses which are included in the curriculum:

<u>Course Number</u>	<u>Course Title</u>	<u>Semester Hours</u>
PSC 201	Introduction to Political Science	3
PSC 205	American Government	3
PSC 206	State and Local Government	3
Electives	Approved Political Science Electives	<u>12</u>
		21

**Freshman Year**

<i>First Semester</i>	<i>Sem. Hrs.</i>	<i>Second Semester</i>	<i>Sem. Hrs.</i>
ORI 101 Survival Skills	1	<sup>2</sup> ENG 102 Composition II	3
<sup>1</sup> ENG 101 Composition I	3	<sup>3</sup> Natural & Physical Science	4
MTH 112 Pre-Calculus Algebra	3	CMP 101 Fund. of Comp. & Info. Syst.	3
<sup>3</sup> Natural & Physical Sci.	4	ART 101 Art Appreciation	3
HIS 101 World History I	3	MUS 101 Music Appreciation	<u>3</u>
PED <sup>4</sup> Physical Educ. Activities	<u>2</u>		16
	16		

<sup>1</sup>ENG 101H or ENG 103 (international students) may be taken

<sup>2</sup>ENG 102H or ENG 104 (international students) may be taken

<sup>3</sup>BIO 101, BIO 101L or BIO 102, BIO 102L; or CHE 101, CHE 101L or CHE 102, CHE 102L; or

PHY 101, PHY 101L or PHY 102, PHY 102L may be taken

<sup>4</sup>HED 101, FAS 101, MSC 101, NHM 103, or PED may be taken

**Sophomore Year**

<i>First Semester</i>	<i>Sem. Hrs.</i>	<i>Second Semester</i>	<i>Sem. Hrs.</i>
ENG 203 World Literature I	3	Electives	12
Electives	9	ENG 205 General Speech	3
PSC 201 Intro to Political Science	<u>3</u>	PSC 205 American Government	<u>3</u>
<b>TOTAL</b>	15	<b>TOTAL</b>	18

**Junior Year**

<i>First Semester</i>	<i>Sem. Hrs.</i>	<i>Second Semester</i>	<i>Sem. Hrs.</i>
Electives	9	HIS 202	
American History II	3		
PSC 206 State & Local Government	3	Electives	9
Approved Course in Conc.	<u>3</u>	Approved Course in Conc.	<u>3</u>
<b>TOTAL</b>	15	<b>TOTAL</b>	15

**Senior Year**

<i>First Semester</i>	<i>Sem. Hrs.</i>	<i>Second Semester</i>	<i>Sem. Hrs.</i>
Electives	9	Electives	7
Approved Courses in Conc.	<u>6</u>	Approved Courses in Conc.	<u>6</u>
	15		13

DECISION ITEM B-3: Faulkner State Community College, Associate in Applied Science in Respiratory Therapy Assistant (CIP 51.0908)

### **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 program is to increase healthcare program offerings to students in the southwest Alabama (Region 9) area.

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

**Mode of Delivery:** According to the proposal, due to the lab and clinical components of the respiratory therapy program, courses may be offered as hybrid courses with theory components completed online. However, 57 percent of the general education courses will be offered online.

**Similar Programs:** The following institutions have similar Respiratory Therapy programs: Calhoun State Community College, Shelton State Community College, Wallace State Community College (Dothan), and Wallace State Community College (Hanceville). The nearest is Wallace (Dothan), which is approximately 176 miles away from Faulkner.

**Collaboration:** According to the proposal, because of the local, regional, and statewide shortage of respiratory therapists, workforce needs within the southwest Alabama region cannot be met by other programs that exist across the state. Additionally, the proposal stated that respiratory therapy education is not effectively shared across institutions as it is a more manipulative skill that is best taught by live instruction.

**Resources:** A total of \$753,225 in new funds will be needed for the program in the first five years, and a total of \$753,225 will be available through tuition and internal reallocation.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program in respiratory therapy has been developed because of the increasing local demand for additional healthcare offerings in the institution's service area.
2. The number of respiratory therapy job openings projected nationally by the year 2016 will be 125,600.

DECISION ITEM B-3: Faulkner State Community College, Associate in Applied Science in Respiratory Therapy Assistant (CIP 51.0908)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science (AAS) in Respiratory Therapy Assistant with the implementation date and the pre- and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2010. Based on Commission policy, the proposed program must be implemented by June 2012 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.

Pre-Implementation Condition:

That, prior to implementation, a list of the names and credentials of faculty hired for the program be provided to the Commission staff.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 9, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2011-12 through 2014-15 (four-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.
4. That the institution provide information on accreditation of the program by the Committee on Accreditation for Respiratory Care (CoARC).
5. That the institution report on the passage rate of graduates obtaining licensure related to the proposed program.
6. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) will be required to phase out the program if any of the pre- or 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, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Faulkner State Community College proposal, dated March 12, 2010. 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 Faulkner State Community College

PROGRAM Associate in Applied Science in Respiratory Therapy Assistant

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	<u>\$68,850</u>	<u>\$68,850</u>	<u>\$103,275</u>	<u>\$172,125</u>	<u>\$172,125</u>	<u>\$585,225</u>
LIBRARY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$83,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$83,000</u>
STAFF	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
OTHER	<u>\$45,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$85,000</u>
TOTAL	<u>\$196,850</u>	<u>\$78,850</u>	<u>\$113,275</u>	<u>\$182,125</u>	<u>\$182,125</u>	<u>\$753,225</u>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	<u>\$176,140</u>	<u>\$24,904</u>	<u>\$28,525</u>	<u>\$87,365</u>	<u>\$85,717</u>	<u>\$402,651</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$20,710</u>	<u>\$53,946</u>	<u>\$84,750</u>	<u>\$94,760</u>	<u>\$96,408</u>	<u>\$350,574</u>
TOTAL	<u>\$196,850</u>	<u>\$78,850</u>	<u>\$113,275</u>	<u>\$182,125</u>	<u>\$182,125</u>	<u>\$753,225</u>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	<u>5</u>	<u>13</u>	<u>20</u>	<u>22</u>	<u>22</u>	<u>16</u>
NEW ENROLLMENT HEADCOUNT	<u>5</u>	<u>8</u>	<u>10</u>	<u>12</u>	<u>12</u>	<u>9</u>
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>4</u>	<u>7</u>	<u>9</u>	<u>11</u>	<u>8</u>

## Attachment 2

### Summary of Background Information

Associate in Applied Science in Respiratory Therapy Assistant  
Faulkner State Community College

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

**Objectives:** The following are objectives of the proposed program:

- Provide the healthcare community with graduate entry level therapists skilled in carrying out respiratory care to meet the needs of healthcare providers/employers in the area.
- Provide a highly skilled workforce in which students will demonstrate the ability to assess, plan, implement, and evaluate the appropriate respiratory and cardiopulmonary care needed by clients.
- Provide a highly skilled workforce in which students demonstrate proficiency in all technical skills required in their roles as respiratory therapy care providers.
- Increase healthcare program options in higher education in the southwest Alabama service area, with the potential for expanding, by distance education, to students in the rural southwest service areas, addressing issues of accessibility, affordability, and quality healthcare educational attainment.
- Obtain accreditation of the respiratory therapy program through the Committee on Accreditation for Respiratory Care (CoARC), with a goal of achieving accreditation within three years of the program start date.
- Obtain contractual agreement for the clinical component of the program arranged by Faulkner State Community College with local healthcare providers, which may include some or all of the following: hospitals, rehabilitation centers, skilled nursing facilities, and home health agencies.
- Demonstrate proficiency by which 80 percent of graduates of the respiratory therapy program will successfully pass the entry level certified respiratory therapy examination.
- Demonstrate employability skill attainment by which 90 percent of graduates earn the Career Readiness Certification by earning a score at or above the industry standard on the Work Keys Certification Test.
- Show sustainability by which 80 percent of graduates of the respiratory therapy program will be employed in field (or in a related field of study) within six months of graduation.
- Demonstrate program success through 90 percent positive graduate evaluations completed and returned by employers.
- Establish an advisory committee which will be convened two times a year to provide workforce expertise and guidance for program growth and development.

**Administration:** The program will be administered by Jean Graham, director of FSC's nursing and allied health programs.

**Curriculum:** The following new courses will be developed for the program:

<b><i>COURSE</i></b>	<b><i>TITLE</i></b>	<b><i>CREDIT HOURS</i></b>
<b>RPT 210</b>	<b>Clinical Practice I</b>	<b>2</b>
<b>RPT 211</b>	<b>Introduction to Respiratory Care</b>	<b>2</b>
<b>RPT 212</b>	<b>Fundamentals of Respiratory Care</b>	<b>4</b>
<b>RPT 213</b>	<b>Anatomy &amp; Physiology for the RCP</b>	<b>3</b>
<b>RPT 214</b>	<b>Pharmacology for the RCP</b>	<b>2</b>
<b>RPT 220</b>	<b>Clinical Practice II</b>	<b>2</b>
<b>RPT 221</b>	<b>Pathology for the RCP I</b>	<b>3</b>
<b>RPT 222</b>	<b>Fundamentals of Respiratory Care II</b>	<b>4</b>
<b>RPT 223</b>	<b>Acid Base Regulation &amp; ABG Analysis</b>	<b>2</b>
<b>RPT 230</b>	<b>Clinical Practice III</b>	<b>2</b>
<b>RPT 231</b>	<b>Pathology for the RCP II</b>	<b>3</b>
<b>RPT 232</b>	<b>Diagnostic Procedures for the RCP</b>	<b>2</b>
<b>RPT 233</b>	<b>Special Procedures for the RCP</b>	<b>2</b>
<b>RPT 234</b>	<b>Mechanical Ventilation for the RCP</b>	<b>3</b>
<b>RPT 240</b>	<b>Clinical Practice IV</b>	<b>4</b>
<b>RPT 241</b>	<b>Rehabilitation &amp; Home Care for the RCP</b>	<b>2</b>
<b>RPT 242</b>	<b>Perinatal / Pediatric Respiratory Care</b>	<b>3</b>
<b>RPT 243</b>	<b>Computer Applications for the RCP</b>	<b>2</b>
<b>RPT 244</b>	<b>Critical Care Considerations for the RCP</b>	<b>2</b>
<b>EMS 266</b>	<b>Advanced Cardiovascular Life Support</b>	<b>1</b>
<b>RPT 266</b>	<b>Seminar in Respiratory Medicine I</b>	<b>1</b>
<b>WKO 107</b>	<b>Workplace Skills Preparation</b>	<b>1</b>
	<b>TOTAL</b>	<b>52</b>

Program Completion Requirements:

- Credit hours required in skills emphasis – 52 semester hours
- Credit hours in institutional general education or core curriculum – 20 sh
- Credit hours in required or free electives – 3 sh
- Total credit hours required for completion – 75 sh

**Accreditation:** According to the proposal, FSC plans to seek accreditation through the Committee on Accreditation for Respiratory Care (CoARC) in collaboration with the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

**Licensure:** According to FSC officials, a minimum of an associate's degree with a certificate of completion from a program accredited by CoARC is required for an individual to take the certified respiratory therapist examination. The exam is administered by the National Board for Respiratory Care (NBRC). The certified respiratory therapy credential is required to obtain state licensure to practice as a respiratory therapist.

**Collaboration:** According to the proposal, because of the local, regional, and statewide shortage of respiratory therapists, workforce needs within the southwest Alabama region cannot be met by other programs that exist across the state. Additionally, the proposal stated that respiratory therapy education is not as effectively shared across institutions as it is a more manipulative skill that is best taught by live instruction.

**Distance Education:** According to the proposal, due to the lab and clinical components of the respiratory therapy program, courses may be offered as hybrid courses with theory components completed online. However, 57 percent of the general education courses will be offered online.

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

**Need:** According to information submitted by FSC, the proposed program in respiratory therapy has been developed due to the increasing local demand for additional healthcare offerings in the institution's service area. A comprehensive regional healthcare workforce survey of area employers of respiratory therapist was conducted from August 2009 through February 2010 that addressed the need for respiratory therapy assistants. The survey revealed that there is a moderate to very high demand for respiratory therapists across the region.

According to the Occupational Profile-America's Career Info-net, during the ten year period from 2006 to 2016, there will be an increase of twenty-three percent in demand for respiratory therapists nationally, a twenty-four percent increase in demand in Alabama, a twenty-nine percent increase in Florida, and a twenty-five percent increase in Mississippi. The number of job openings projected nationally by the year 2016 will be 125,600. This number includes the following regional openings: Alabama – 2,010; Florida – 8,270; and Mississippi – 1,570.

#### Projected Job Openings

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
<b>College Service Area*</b>	9	11	14	16	17	67
<b>State*</b>	154	187	200	252	299	2,010

*\* Local data based on survey information obtained. State data based on Occupational Profile-America's Career Info-Net Projections 2006-2016. Where survey data was not available, a projection of 2.13% growth as reported in the Alabama Department of Industrial Relations Occupational Projections 2006-2016 was made.*

**Student Demand:** According to the proposal, a total of 276 students in FSC's service area were identified through surveys of high school students enrolled in health occupations or 10<sup>th</sup> – 12<sup>th</sup> grade science courses and surveys of existing biology students at FSC. The survey revealed the following:

<i>Information Source</i>	<i>Explanation</i>
<b>High School Student Survey</b>	<b>High School Counselors administered random, multi grade level surveys to students. A total of 422 students at six area high schools and technical centers were surveyed, and 139 expressed moderate to very high interest in the program.</b>
<b>Faulkner State College survey for students enrolled in Biology courses</b>	<b>All Biology students were encouraged to complete the survey. Two hundred seventy-seven students responded to the survey and 137 expressed moderate to very high interest in the program.</b>
<b>TOTAL</b>	<b>276 Potential Students</b>

#### Resources:

**Faculty/Staff:** Currently, there are no faculty members available to teach in the proposed program. If the proposed program is approved, the institution will actively start the search process for a full-time director. According to the proposal, the college will employ two additional full-time primary faculty members and one part-time support faculty member during the first five years.

**Equipment/Facilities:** According to FSC, the following special equipment will be needed for the proposed program:

<b>Oxygen delivery equipment</b>	<b>8,000</b>
<b>Mechanical ventilator</b>	<b>20,000</b>
<b>Arterial Blood Gas Analyzer w/ CO-ox (refurbished)</b>	<b>15,000</b>
<b>Pulmonary Function Laboratory Equipment</b>	<b>20,000</b>
<b>Respiratory treatment equipment incl. IPPB, CPAP, IVP</b>	<b>10,000</b>
<b>Intubation manikins – adult, pediatric, neonatal</b>	<b>10,000</b>
	<hr/>
	<b>\$83,000.</b>

The equipment listed is not currently in the inventory at FSC and will need to be purchased through normal bidding procedures. FSC is in the process of completing a new 45,000 square foot Science and Allied Health Center that will open fall of 2010. It will house some of the science instructors, nursing staff, and the respiratory therapy program.

**Clinical Agreements:** FSC has provided letters of support from the Mobile Infirmary Medical Center, Thomas Hospital, and the South Baldwin Regional Medical Center stating that their medical facilities will serve as clinical sites for the proposed program.

**Library:** According to the proposal, FSC's library collections currently support the existing allied health programs through journals and an electronic database. At this time, there are no resources specific to respiratory therapy; however, the college has purchased the Cumulative Index to Nursing and Allied Health Literature (CINAHL) to support allied health programs including proposed program. This database provides full-text articles.

**Program Budget:** FSC projects a total of \$753,225 in estimated new funds will be required to support the proposed program. A total of \$753,225 will be available through internal allocation and tuition.

Attachment 3

FSC

Associate in Applied Science in  
 Respiratory Therapy Assistant

Summer Semester I			Fall Semester II		
COURSE	CREDIT	CONTACT	COURSE	CREDIT	CONTACT
BIO 201*	4	(5)	RPT 210	2	(10)
ENG 101	3	(3)	RPT 211	2	(2)
MTH 100	3	(3)	RPT 212	4	(6)
			RPT 213	3	(3)
			RPT 214	2	(2)
TOTAL	10	(11)	TOTAL	13	(23)

Spring Semester III			Summer Semester IV		
COURSE	CREDIT	CONTACT	COURSE	CREDIT	CONTACT
RPT 220	2	(10)	RPT 231	3	(4)
RPT 221	3	(4)	RPT 234	3	(4)
RPT 222	4	(6)	RPT 241	2	(2)
RPT 223	2	(2)	SPH 107	3	(3)
BIO 202	4	(5)	WKO 107	1	(1)
TOTAL	15	(27)	TOTAL	12	(14)

Fall Semester V			Spring Semester VI		
COURSE	CREDIT	CONTACT	COURSE	CREDIT	CONTACT
RPT 230	2	(10)	RPT 233	2	(2)
RPT 232	2	(2)	RPT 240	4	(20)
RPT 242	3	(4)	RPT 243	2	(4)
RPT 244	2	(2)	EMS 266	1	(1)
RPT 266	1	(1)	HUM Elective	3	(3)
PSY 200	3	(3)	TOTAL	12	30
TOTAL	13	22			

\*BIO 103 is prerequisite to BIO 201 & 202

Summary	
Major Credits	52
General Education Credits	20
Free Electives	3
<b>TOTAL</b>	<b>75</b>

DECISION ITEM B-4: Auburn University, Doctor of Philosophy and Master of Science in Biosystems Engineering (CIP 14.0301)

### **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 degree programs are the post-baccalaureate Master of Science (MS) and the Doctor of Philosophy in Biosystems Engineering. The proposed programs will involve the development and dissemination of engineering knowledge to solve problems in biological systems such as agriculture, food, forestry, bioenergy and bioproducts, natural resources, and the environment

**Role:** The proposed programs are within the instructional role recognized for Auburn University.

**Mode of Delivery:** The programs will be delivered in a traditional face-to-face format. There are no plans to deliver the programs through distance education. Most of the courses involve laboratory exercises and/or field trips that cannot be accomplished by distance learning.

**Similar Programs:** There are no similar programs in the state.

**Collaboration:** Because there are no similar programs in the state, no collaboration with other institutions is planned.

**Resources:** Cost projections for the two proposed programs projected that a total of \$95,000 in estimated new funds will be required for the master's program over the first five years; a total of \$814,258 will be available through extramural funds and tuition to support the program. For the PhD program, an estimated \$115,000 will be required over the first five years; an estimated \$756,258 will be available through extramural sources and tuition. Regarding tuition projections, most students will be awarded assistantships or fellowships in which tuition is waived. The tuition projections for each program include tuition projections for two students without an assistantship or a fellowship who might enroll in the program.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The two proposed programs will be the first such programs in the state of Alabama.
2. The programs, which are in line with AU's land grant mission, will prepare graduates to work in critical areas related to natural resources and sustainability that have emerged as important issues for the state and nation.
3. The programs will use existing faculty, facilities, and courses, and will build on existing student demand.

DECISION ITEM B-4: Auburn University, Doctor of Philosophy and Master of Science in Biosystems Engineering (CIP 14.0301)

Staff Presenter: Mrs. Ellen Haulman  
Assistant Director for Instruction

Staff Recommendation 1: That the Commission approve the proposed Doctor of Philosophy (PhD) in Biosystems Engineering.

The program will have concentration areas in ecological engineering, food and biological engineering, off-highway vehicle engineering, and production and process engineering (which includes bioenergy and bioproducts). Consistent with Commission policy and operational definitions, these concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program with concentrations will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 3, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2014-15 (three-year average) will be at least 3, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in progressing in their current positions.
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 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, 2015.

Staff Recommendation 2:

That the Commission approve the proposed Master of Science (MS) in Biosystems Engineering with the implementation date and post-implementation conditions listed below:

The program will have concentration areas in ecological engineering, food and biological engineering, off-highway vehicle engineering, and production and process engineering (which includes bioenergy and bioproducts). Consistent with Commission policy and operational definitions, these concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program with concentrations will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2014-15 (four-year average) will be at least 5, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in progressing in their current positions.
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, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summaries, attached.
2. Summary of Background Information, attached.
3. Curricula for Proposed Programs, attached.
4. Auburn University program proposals, received January 11, 2010. 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--DRAFT

INSTITUTION	Auburn University
PROGRAM	Doctor of Philosophy in Biosystems Engineering

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$5,000	\$5,000	\$0	\$0	\$0	\$10,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
Assistantships/ Fellowships	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$105,000
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$26,000</b>	<b>\$26,000</b>	<b>\$21,000</b>	<b>\$21,000</b>	<b>\$21,000</b>	<b>\$115,000</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$47,000	\$110,000	\$173,000	\$194,000	\$194,000	\$718,000
TUITION	\$6,924	\$7,270	\$7,633	\$8,015	\$8,416	\$38,258
<b>TOTAL</b>	<b>\$53,924</b>	<b>\$117,270</b>	<b>\$180,633</b>	<b>\$202,015</b>	<b>\$202,416</b>	<b>\$756,258</b>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	2	5	8	9	9	7
NEW ENROLLMENT HEADCOUNT	2	3	3	3	3	3 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	2	3	3	3

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Auburn University

PROGRAM Master of Science in Biosystems Engineering

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$5,000	\$5,000	\$0	\$0	\$0	\$10,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
Assistantships/ Fellowships	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$85,000
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$22,000	\$22,000	\$17,000	\$17,000	\$17,000	\$95,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$77,000	\$162,000	\$179,000	\$179,000	\$179,000	\$776,000
TUITION	\$6,924	\$7,270	\$7,633	\$8,015	\$8,416	\$38,258
TOTAL	\$83,924	\$169,270	\$186,633	\$187,015	\$187,416	\$814,258

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	4	9	10	10	10	9
NEW ENROLLMENT HEADCOUNT	4	5	5	5	5	5 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	5	5	5	5

## Attachment 2

### Summary of Background Information

Doctor of Philosophy (PhD) in Biosystems Engineering  
Master of Science (MS) in Biosystems Engineering  
Auburn University

**Role:** The proposed programs are within the instructional role recognized for Auburn University (AU).

**Objectives:** The degree programs are the post-baccalaureate Master of Science (MS) and the Doctor of Philosophy (PhD) in Biosystems Engineering. The proposed programs will involve the development and dissemination of engineering knowledge to solve problems in biological systems such as agriculture, food, forestry, bioenergy and bioproducts, natural resources, and the environment.

The proposal stated the following regarding the programs' objectives:

The mission of the Department of Biosystems Engineering is to develop and disseminate engineering knowledge to solve problems in agriculture, food, forestry, bioenergy and bioproducts, natural resources, and the environment. This mission is crucial to the overall mandate of Auburn University (the 1862 land-grant university for Alabama) that includes service to the citizens of the state of Alabama through instruction, research and outreach programs and preparing Alabamians to respond successfully to the challenges of a global economy. An example of this challenge is the current effort to reduce the nation's (including the state of Alabama's) dependence on fossil fuels.

Auburn University's Biosystems Engineering Department is the only program in the state of Alabama that is conducting and has conducted research, teaching and outreach activities in engineering for agriculture, forestry and natural resources, which are pivotal areas for the successful development of alternative energy systems. A graduate program is therefore needed to strengthen the Biosystems Engineering program mission. The academic and programmatic objectives of the proposed graduate program are as follows:

Programmatic Objectives for Both Programs:

- a. To produce graduates that will be able to solve complex engineering problems in protecting the environment, utilization and conservation of natural and water resources, and conversion of biological materials to value-added products and to energy;
- b. To provide high-quality instruction in Biosystems Engineering so that students are successful in finding employment and have the necessary background to excel in their careers;
- c. To foster a research and education environment that will help attract new faculty that are qualified and trained in Biosystems Engineering and whose training will stimulate education and research growth in promising new directions;
- d. To continue to add new state-of-the-art equipment to existing laboratories for conducting research and for student training;
- e. To strengthen existing and develop new linkages with other AU departments and colleges, and with other universities.

Specific Objectives of the PhD Program:

- a. To recruit high-quality graduate students to AU who will succeed as Biosystems Engineering professionals and who will address the needs of industry, government agencies (federal, state, and local) and academia;
- b. To provide the necessary training for students who are interested in Biosystems Engineering teaching, research and outreach at the university and college levels;

Specific Objective of the MS Program:

- a. To recruit high-quality graduate students who will succeed as Biosystems Engineering professionals and who will address the needs of industry, government agencies (federal, state, and local) and other research and development organizations.

Student Learning Outcomes:

Students will achieve the following outcomes through the program:

- a. Students will demonstrate the skills necessary to carry out cutting edge research and develop systems-based solutions to complex engineering problems associated with the natural and water resources, bioenergy and bioproducts, the environment, and the production, processing, storage, manufacture, utilization and recycling of biological products;
- b. Students will have a strong scientific and engineering background in protecting the environment, utilization and conservation of natural and water resources, and conversion of biological materials to value-added products and to energy;
- c. Students will be prepared for careers in industry, government, and academia through the completion of field, laboratory, and systems modeling experiences in Biosystems Engineering subject areas; and
- d. Students will be able to design and conduct independent scientific experimentation and complex engineering analyses that lead to development of environmentally and economically feasible design solutions that can be practically implemented.

Assessment of Objectives and Outcomes: Objectives will be assessed by 1) review by the departmental engineering advisory council, made up of members representing industry, government agencies, employers, and parents of students; 2) review by focus groups of students, faculty, and stakeholders; 3) surveys of alumni and employers; 4) periodic review of research programs by the US Department of Agriculture (USDA) Cooperative State Research, Education, and Extension Service [CSREES].

Student learning will be assessed by evaluating student academic achievement in the core group of Biosystems Engineering courses each semester. The goal for student performance will be a mean grade point average of 3.5 on all courses for all students. At the completion of the students' research and the defense of the thesis or dissertation, the supervisory committee, the graduate program officer, and the department head will complete an extensive evaluation instrument assessing each student's level of achievement for the learning outcomes. Graduate courses will be assessed through course evaluations conducted each semester. All graduating students will be required to complete an assessment tool for the graduate program and to participate in an exit interview with the department head.

**Administration:** The program will be administered by AU's Graduate School, George Flowers, Dean, and the Biosystems Engineering Department, Steven Taylor, Chair.

**Review of Proposal by Persons External to Institution:**

**Consultant's Review:** In compliance with the Commission's guidelines concerning the review of PhD proposals, the proposal included an external consultants' report. Dr. Scott A. Shearer, professor and head of the Biosystems Engineering Department at the University of Kentucky, prepared the report. Using the Commission's criteria as a basis of review, the report provided an assessment of AU resources for the program, an assessment of need and demand for the program, and an assessment of the structure and the objectives of the program. The report was submitted to AU officials in January 2010.

Dr. Shearer noted that the proposed program is consistent with AU's role as a land grant institution. The new PhD program would be "well justified" and "highly desirable, given the natural resource base of Alabama and growing concern for environmental quality and sustainability. The PhD program will build on successful activities in the discipline that already exist. Faculty and facilities are already in place, so cost for implementation of the PhD program will be minimal."

Regarding the rigor of the proposed curriculum, Dr. Shearer stated the following:

A critical review of program requirements reveals the educational program is rigorous and demanding, and that a path way exists to guide students through the program with a sufficient number of stage gates to insure overall quality of program graduates. The proposed requirements not only meet, but in many cases exceed, those of the top programs in the nation.

The report further stated that program objectives and outcomes are clearly written and lend themselves well to direct and indirect methods of evaluation. The proposal also provided an excellent assessment of the need and employability of program graduates.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposals were reviewed by the Alabama Council of Graduate Deans (ACGD). In the final vote, three graduate deans provided comments, and all three voted to recommend approval of the proposals.

**Accreditation:** The existing baccalaureate program in Biosystems Engineering is accredited by ABET. There are no plans to seek accreditation for the MS program. The consultant's report noted that ABET allows only one program per engineering discipline to be accredited at an institution. The fact that further accreditation will not be sought is typical of nearly all similar programs in the US.

**Curriculum:** The only existing program directly related to the proposed programs is the Bachelor of Biosystems Engineering. With the exception of a Research and Thesis course and a Research and Dissertation course, no new courses will be added to the curriculum. There are seventeen existing graduate-level courses that are available to graduate students conducting research topics related to the discipline.

The proposal stated that students who are interested in research topics related to Biosystems Engineering currently are enrolled in other engineering graduate programs through collaborative agreements with these programs. Under these arrangements, some of these students' graduate courses have been taken in Biosystems Engineering, and they have also conducted research under the supervision of Biosystems Engineering faculty members.

The PhD program will require 60 semester hours of graduate-level course work (6000 level or above), as follows:

- At least 30 semester hours must be engineering courses, 15 of which must be Biosystems Engineering courses
- At least 12 semester hours in Research and Dissertation

All PhD students must take three examinations to demonstrate their ability to conduct independent scientific research, including the breadth of scientific knowledge beyond a specific field, proficiency at an advanced level in a specialized field, and ability to develop, complete, and defend a research project.

The curriculum for the proposed MS program will consist of at least 30 semester hours in graduate-level course work, as follows:

- At least 18 semester hours must be in engineering courses, 9 hours of which must be in Biosystems Engineering coursework.
- Up to 6 credit hours of Research and Thesis (BSEN 7990)

All master's and PhD candidates will be assigned a research advisor by the end of the first semester after admission to the program. The advisor will identify faculty members to serve on the thesis or dissertation committee. The committee will approve the student's program of study and direct the student project as the need arises.

Master's students must take and pass the thesis defense examination. The examination will consist of a sixty minute research presentation by the student (which will be open to the public), followed by an oral questioning session by the thesis committee.

PhD candidates must take the dissertation defense examination. The purpose of the dissertation defense is to determine whether or not the dissertation and the student's defense of research are of acceptable quality to permit granting of the PhD degree.

**Collaboration:** There are no similar programs in the state, and, consequently, no collaboration with other institutions is planned.

**Distance Education:** There are no plans to deliver the programs through distance education. Most of the courses involve laboratory exercises and/or field trips that cannot be accomplished by distance learning.

**Admissions:** Admission requirements for the two programs are listed below.

PhD Program:

1. Candidates must be accepted by the Graduate School by the deadline for completed applications. The candidate must have a written commitment from the major professor to serve as his/her advisor.
2. Applicants must hold a bachelor's degree in Biosystems Engineering or a closely related engineering/science discipline. Applicants lacking necessary preparatory courses or with undergraduate degrees other than Biosystems Engineering will be required to correct deficiencies by satisfactorily completing additional courses, as approved by the Biosystems Engineering graduate program committee.
3. Applicants must have a minimum undergraduate grade point average of 3.0 on a 4.0 scale.

MS Program:

1. Candidates must be accepted by the Graduate School by the deadline for completed applications. The candidate must have a written commitment from the major professor to serve as his/her advisor.
2. Applicants must hold the MS degree in Biosystems Engineering or a closely related engineering/science discipline. However, evidence of exemplary potential (such as written record of prior scholarly and professional accomplishment) may be considered as a criterion for admission with a bachelor's degree. Applicants lacking necessary preparatory courses or with undergraduate degrees other than Biosystems Engineering will be required to correct deficiencies by satisfactorily completing additional courses, as approved by the graduate program committee.

**Need:** There are no similar programs in the Commission's Academic Program Inventory. The University of Alabama at Birmingham has MS and PhD programs in Biomedical Engineering. However, the faculty and students in these program areas have different research areas than those of the AU proposals. The proposals stated that all other SREB states, except for Delaware and West Virginia, have Biosystems Engineering MS and PhD programs or similarly named engineering programs at the states' respective 1862 land-grant institution.

According to the proposals, biosystems engineers are uniquely trained to solve problems dealing with the production, collection, and conversion of natural resources that are vital for the necessities of life in a manner that sustains the environment. Obtaining renewable energy from natural resources, and utilization and protection of water resources are two of the most critical natural resources issues that face the world.

The development of renewable energy has emerged as a national emphasis. According to the proposal, biological resources have great potential in reducing the nation's dependence on fossil fuels since they are the only renewable source of carbon. Carbon-based products such as liquid fuels, chemicals, materials, and products (such as plastics) that are currently manufactured from petroleum can be obtained from biomass feedstocks (energy crops, agricultural wastes, and forest residues). The amount of ethanol produced in the US tripled in five years, from 2.12 billion gallons in 2002 to more than 6.5 billion gallons in 2007. There are currently 167 ethanol

production plants in operation in the country while 42 more are under construction. The production of biodiesel increased from 15 million gallons in 2002 to 450 million gallons in 2007.

Water supply and consumption also are emerging issues. According to the proposal, water consumption has been outpacing population growth for the past two decades. The proposal cited a United Nations report stating that more than one billion people on earth lack access to adequate supplies of fresh drinking water. The US National Intelligence Council has reported that water, along with food and energy, will become the main resource-scarcity problem by 2015, and that instability created by water shortages will increasingly affect national security of the US.

Because of such national and international challenges, professionals prepared in the proposed programs will be needed in national laboratories, industry, and universities, to design, develop, regulate, research, and manage related systems and technologies. These systems and technologies will be needed to produce, harvest, store, handle, process, and convert these biomass feedstocks, including water and natural resources. The proposed master's program will be geared towards adequately preparing students for new job opportunities in the public and private sectors in the emerging areas of bioenergy, bioproducts, and environmental/ecological engineering.

The proposal provided projections for job openings related to the proposed program, indicated in the tables below. The projections were based on data from the US Department of Labor and other sources.

Projected job openings for the doctoral program:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	1	1	1	1	1	5
State	2	2	2	2	2	10
SREB	10	10	10	10	10	50
Nation	30	30	30	30	30	150

Projected job openings for the master's program:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	2	2	2	2	2	10
State	5	5	5	5	5	25
SREB	30	30	30	30	30	150
Nation	90	90	90	90	90	450

**Student Demand:** The proposal stated that *Science and Engineering Indicator*, published by the National Science Foundation (NSF) in 2006, has stated that the number of graduate students in Biosystems Engineering (sometimes referred to as Agricultural Engineering) increased by eleven percent between 2000 and 2004. This trend is expected to continue because of the current focus on bioenergy, bioproducts, and the environment.

Students in existing engineering graduate programs at AU are able to choose graduate coursework in Biosystems Engineering as a part of their plan of study. As evidence of student

demand, AU reported the number of students choosing Biosystems Engineering research topics since 2005 (table below).

Year	Spring	Fall
2005	2	4
2006	4	5
2007	6	8
2008	8	10

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 10

Part-time: 0

Current Support Faculty—

Full-time: 2

Part-time: 0

There are no plans to hire additional faculty in the first five years of the program. The long range goal is to increase the number of faculty members from 12 to 15 in five to ten years.

**Assistantships/Fellowships:** One MS level assistantship will be funded by AU. Other graduate research assistantships (GRA) will be funded by external grants. Currently, the Alabama Agricultural Experiment Station provides some support for assistantships. As the programs grow, additional funds will be needed to supplement external funds.

**Support Staff:** The department currently has eight support staff that will be available for the programs.

**Equipment:** Existing equipment will be used for the programs. The proposal included a long list of equipment and specific lab equipment available for use in the programs.

**Facilities:** Current facilities in the Tom Corley Building and the Corley Annex are available for the program. The department also has access to all of the Alabama Agricultural Experiment Station outlying units; the Colleges of Agriculture and Engineering. The AU Forest Ecology Preserve; the USDA-National Soil Dynamics Laboratory; the USDA Forest Service Laboratory; the Caterpillar Forest Pro Training Center; the Solon Dixon Forestry Education Center; the Center for Bioenergy and Bioproducts, and the Water Resources Center. As funding allows, safety and infrastructure upgrades are being made to the Corley Annex.

**Library:** The proposal included a detailed evaluation of library resources available for the programs, prepared by the Agriculture Librarian, Claudine Arnold Jenda. The evaluation used guidelines established by the Network of Alabama Academic Libraries (NAAL) and provided detailed information on resources available for the programs. The report concluded that the existing biosystems engineering collection is at a level to adequately support the programs. However, the book collections require updating, especially in expanding areas research interests.

**Program Budget:** Cost projections for the two proposed programs projected that a total of \$95,000 in estimated new funds will be required for the master's program over the first five years; a total of \$814,258 will be available through extramural funds and tuition to support the program. For the PhD program, an estimated \$115,000 will be required over the first five years; an estimated \$756,258 will be available through extramural sources and tuition.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 18, 2010

Regarding tuition projections, most students will be awarded assistantships or fellowships in which tuition is waived. The tuition projections for each program include tuition projections for two students without an assistantship or a fellowship who might enroll in the program.

**Attachment 3**

**Doctor of Philosophy in Biosystems Engineering: Curriculum Model**

The following timetable applies to students entering with a B.S. degree in Biosystems Engineering or related engineering program. Students with an M.S. degree may progress more quickly in the first two years of the program.

<b>Milestone</b>	<b>Normal Progress</b>	<b>Limit</b>
Select research advisor	End of 2 <sup>nd</sup> semester	End of 4 <sup>th</sup> semester
Complete course work	End of 6 <sup>th</sup> semester	End of 8 <sup>th</sup> semester
Qualifying examination	End of 7 <sup>th</sup> semester	End of 9 <sup>th</sup> semester
Preliminary examination	End of 9 <sup>th</sup> semester	End of 12 <sup>th</sup> semester
Dissertation Completion	End of 12 <sup>th</sup> semester	End of 14 <sup>th</sup> semester
Final Examination	End of 12 <sup>th</sup> semester	End of 14 <sup>th</sup> semester

**Course Work Year 1: 18 credit Hours**

<b>Semester</b>	<b>Course</b>	<b>Credit Hours</b>
Fall	BSEN 7120 - Stochastic Modeling for Biosystems	3
Fall	Approved Concentration Course* 1	3
Fall	Approved Concentration Course 2	3
Spring	Approved Concentration Course 3	3
Spring	Approved Concentration Course 4	3
Spring	Approved Concentration Course 5	3

Concentration areas in Biosystems Engineering are ecological engineering, food and biological engineering, off-highway vehicle engineering, and production and process engineering (which includes bioenergy and bioproducts). Approval of the concentration courses will be made by the student's advisory committee.

**Course Work Year 2: 18 credit Hours**

<b>Semester</b>	<b>Course</b>	<b>Credit Hours</b>
Fall	Approved Concentration* Course 6	<b>3</b>
Fall	Approved Concentration Course 7	<b>3</b>
Fall	Approved Elective 1	<b>3</b>
Spring	Approved Concentration Course 9	<b>3</b>
Spring	Approved Concentration Course 10	<b>3</b>
Spring	Approved Elective 2	<b>3</b>

**Course Work Year 3: 12 credit Hours**

Semester	Course	Credit Hours
Fall	Approved Elective 3	3
Fall	Approved Elective 4	3
Spring	Approved Elective 5	3
Spring	Approved Elective 6	3

**Summary**

Required Formal courses: 30 Credit Hours  
 Elective Courses: 18 Credit Hours  
 Dissertation Research Courses: 12 Credit Hours  
 Total: 60 Credit Hours [Semester Hours]

**Master of Science in Biosystems Engineering: Curriculum Model**

The following timetable applies to students entering with a B.S. degree in Biosystems Engineering or related engineering program

Milestone	Normal Progress	Limit
Select research advisor	End of 1 semester	End of 2 <sup>nd</sup> semester
Complete course work	End of 3 <sup>rd</sup> semester	End of 4 <sup>th</sup> semester
Thesis Defense	End of 4 <sup>th</sup> semester	End of 6 <sup>th</sup> semester

Course Work Year 1:

Semester	Course	Credit Hours
Fall	BSEN 7120 - Stochastic Modeling for Biosystems	3
Fall	Approved Concentration Course* 1	3
Fall	Approved Concentration Course 2	3
Spring	Approved Concentration Course 3	3
Spring	Approved Concentration Course 4	3
Spring	Approved Concentration Course 5	3

Concentration areas in Biosystems Engineering are ecological engineering, food and biological engineering, off-highway vehicle engineering, and production and process engineering (which includes bioenergy and bioproducts). Approval of the concentration courses will be made by the student's advisory committee.

**Summary**

Required Formal courses: 18 credit hours  
 Elective Courses: 6 credit hours  
 Thesis Research Courses: 6 credit hours  
 Total: 30 Credit Hours [semester hours]

**Existing Courses Available for the Program:**

**BSEN 6220 (3): Introduction to Spatial Technologies for Biosystems** Spatial technologies including GPS, GIS and remote sensing systems applied to biosystems. Collecting, managing, and analyzing spatial data for agricultural and forest systems.

**BSEN 6250 (3): Deterministic Modeling for Biosystems.** Modeling of biosystems, methods to deal with complexity and validation tools.

**BSEN 7020 (3): Mechanized Agricultural and Forestry Systems - Enhancement of Site-Specific Technologies for Agriculture and Forestry.** Introduction to advanced concepts of off-highway vehicle equipment for use in agricultural and forestry production with emphasis on site-specific management (Precision Agriculture/Forestry).

**BSEN 7050 (3): Soil Dynamics of Tillage and Traction.** Analyses and measurements of soil reactions as affected by physical properties of soil when subjected to forces imposed by tillage implements and traction devices.

**BSEN 7110 (3): Fundamentals of Instrumentation for Biological Systems**

Fundamentals of sensing and sensors, simple digital electronics and analog measurement circuits, introductory digital signal processing, and computer data acquisition, building and testing instrumentation to collect data on biological systems that might include fluid flow, pressure, force, or other transducers.

**BSEN 7120 (3): Stochastic Modeling for Biosystems.** Solving problems in biosystems engineering and related fields by modeling data with probability distributions, spatial statistics, auto regressive models, Monte-Carlo simulation and reliability methods.

**BSEN 7220 (3): Renewable Energy System Design, Analysis and Application**

Basic principles, applications, modeling, energetic and economic analysis of the renewable energy resources namely solar, biomass, wind, hydropower and geothermal.

**BSEN 7240 (3): Bulk Solids Storage, Handling and Transportation**

Bulk and flow properties of bulk solids, analysis and design of facilities and equipment needed in the storage, handling and transport of bulk solids and safety issues (e.g. dust control, explosion and health hazards) associated with the handling of bulk solids.

**BSEN 7260 (3): Advanced Unit Operations in Bioprocess Engineering**

Understanding of the unit operations used in biological systems, analyzing the components of a system by simple mathematical relationships, evaluation of performance of a system, size and select the components of the system.

**BSEN 7280 (3): Food Thermal Processing**

Technologies and approaches used in food thermal processing for commercial purposes as well as emerging research purposes.

**BSEN 7310 (3): Nonpoint Source Pollution**

Non-point source (NPS) transport of nutrients, sediment, pesticides, pathogens, and a multitude of other chemicals from agricultural, forestry, and urban activities.

**BSEN 7320 (3): Nonpoint Source Pollution Modeling**

Modeling of non-point source (NPS) pollution at the watershed scale, simulation of transport of nutrients, sediment, pesticides, and pathogens from agricultural, forestry, and urban activities by SWAT(Soil and Water Assessment Tool) model.

**BSEN 7330 (3): Soil-Plant-Environmental System Design**

Designed systems and applications for plant uptake of nutrients and/or heavy metals for remediation of soil-based contaminants, constructed wetlands, drip irrigation of wastewater effluent, disposal of municipal sludge, and phytoremediation of contaminants in shallow groundwater.

**BSEN 7350 (3) - Engineering Analysis of Lakes and Reservoirs**

Knowledge and understanding of the causes, impacts, and methods of restoring water quality impairments, with emphasis placed on impounded water bodies and perennial streams.

**BSEN 7900 - Special Problems in Biosystems Engineering**

**BSEN 7950 - Seminar**

**BSEN 7970 - Special Topics in Biosystems Engineering**

DECISION ITEM B-5: Auburn University, Doctor of Philosophy in Polymer and Fiber Engineering (CIP 14.3201)

### **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 intended to provide education and training necessary to prepare industry leaders, educators, and researchers in the field of advanced polymer and fiber engineering. The program will foster research in such areas as biopolymers, polymer blends and copolymers, nano-materials and their composites, polymer synthesis, processing and characterization, polymer rheology, polymer physics, smart fibers, and composites materials.

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

**Mode of Delivery:** The program will be delivered in a traditional format. Distance education will not be used in the delivery of the program initially. However, there are plans to develop distance delivery of some courses in the future.

**Similar Programs:** The program will build on resources currently a part of the AU PhD program in Integrated Textiles and Apparel Sciences. There are no similar programs listed in the Academic Program Inventory. Other institutions have course work and research activities related to polymers under programs in Material Science. However, the proposed program will have polymers as a primary focus, as well as fibers, an aspect of the program that other institutions do not have.

**Collaboration:** The proposed program would be unique in the state of Alabama, and no similar programs are available in the state. The proposal states that collaboration with complementary programs in the state is possible in the future but has not been implemented in the proposed structure of the program. The department already has participated in joint seminars and research projects with a number of institutions, most of which are within Alabama.

**Resources:** Because the proposed program has been part of an already existing program with resources currently used and in place, no major change in need for resources is expected. Existing resources were indicated in the internal reallocation source line. Including existing resources transferred to the new program, the proposal stated that the program will cost \$2,067,500 over the first five years.

A total of \$2,605,500 from internal reallocations, extramural funds, and tuition will be available over that period. Related to extramural funding, AU officials stated that the Department of Polymer and Fiber Engineering has had research revenues exceeding \$1 million over the past five years.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will build on existing resources and coursework.

2. The proposed program will provide instruction and research opportunities in an area of study with increasing significance for the state and the nation.

**DECISION ITEM B-5:** Auburn University, Doctor of Philosophy in Polymer and Fiber Engineering (CIP 14.3201)

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

**Staff Recommendation:** That the Commission approve the proposed Doctor of Philosophy (PhD) in Polymer and Fiber Engineering with the implementation date and post-implementation conditions listed below.

**Implementation Date:** The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 4, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2014-15 (four-year average) will be at least 3, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in progressing in their current positions.
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 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, 2015.

**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 January 27, 2010. 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 Doctor of Philosophy in Polymer and Fiber Engineering

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$220,000	\$231,000	\$243,000	\$255,000	\$268,000	\$1,217,000
LIBRARY	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$17,500
FACILITIES	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
EQUIPMENT	\$85,000	\$60,000	\$60,000	\$60,000	\$60,000	\$325,000
STAFF	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
ASSISTANTSHIPS/ FELLOWSHIPS	\$40,000	\$40,000	\$42,000	\$42,000	\$44,000	\$208,000
TOTAL	\$408,500	\$394,500	\$408,500	\$420,500	\$435,500	\$2,067,500

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$408,500	\$394,500	\$408,500	\$420,500	\$435,500	\$2,067,500
EXTRAMURAL	\$40,000	\$40,000	\$42,000	\$42,000	\$44,000	\$208,000
TUITION	\$66,000	\$66,000	\$66,000	\$66,000	\$66,000	\$330,000
TOTAL	\$514,500	\$500,500	\$516,500	\$528,500	\$545,500	\$2,605,500

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	6*	9	12	12	12	10
NEW ENROLLMENT HEADCOUNT	6*	3	3	3	3	4
<i>*Students transferring from existing program</i>						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	3	3	3	3	3

## Attachment 2

### Summary of Background Information

Doctor of Philosophy in Polymer and Fiber Engineering  
Auburn University

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

**Objectives:** The proposed program is intended to provide education and training necessary to prepare industry leaders, educators, and researchers in the field of advanced polymer and fiber engineering. The program will foster research in such areas as biopolymers, polymer blends and copolymers, nano-materials and their composites, polymer synthesis, processing and characterization, polymer rheology, polymer physics, smart fibers, and composites materials.

The objectives for the proposed program are summarized below:

1. The program will provide instruction opportunities for students to expand their understanding of the basic elements of polymer and fiber engineering, and an environment in which they can develop a strong research program in one of its areas.
2. Graduates will have the knowledge and the expertise that will allow them to identify, research, and solve problems related to polymer and fiber engineering by fostering their development as critical thinkers, self-directed scholars, educators, researchers and communicators.
3. Graduates will understand the research process, and how to communicate, educate, and apply research findings and information.
4. Graduates will be prepared for academic careers and research positions, as well as industrial leadership.

In response to questions during peer review of the proposal, AU officials provided the following information regarding the program:

Graduates with a PhD degree in Polymer and Fiber Engineering from Auburn University will be competent in areas such as biomedical polymer and fiber applications, filter and membrane systems, composite materials for the automotive and aerospace industries, nanomaterials research and application, polymer processing, analytical aspects of macromolecules, coloration and paint technology, pulp and paper industrial applications, biotechnology and enzymology in synthesis and hydrolysis of polymers, sustainability and green engineering issues, bioproducts engineering, conducting polymer based chemical vapor sensors, super absorbent polymers, implementation of alternative resources into conventional processing and engineering, materials for safety and protection, transportation, civil engineering, sports and recreation. Additionally, they are trained in molecular modeling, rheology, thermodynamics, and mechanics.

Regarding assessment of the objectives, the proposal stated that AU has set procedures and schedules for review of each of its programs as an organized activity based on program specific data relative to the university's mission, goals, and strategic plan to strengthen and enhance its academic units and programs within them. This evaluation covers the following:

1. Mission and Governance
2. Centrality, demand and resources
3. Curriculum and teaching-learning practices
4. Student performance and faculty accomplishments
5. Other strengths and weaknesses

External and internal reviewers will determine the ability of the proposed PhD program to satisfy this criteria once every six years at the same time of the ABET accreditation visit.

The following specific measures will be used to measure student achievement:

1. Students must pass requirements of the program in regard to exams, dissertation, proposals, and defense in a timely manner;
2. Students will be evaluated based on publications and papers generated, additional fellowships, awards, and memberships in professional societies;
3. Graduate achievement will be measured by job offers and hiring within six months after graduation.

**Administration:** The program will be administered by the Samuel Ginn College of Engineering, Dr. Larry Benefield, Dean, and by the Department of Polymer and Fiber Engineering, Dr. Peter Schwartz, Chairperson.

#### **Review of Proposal by Persons External to Institution:**

**Consultant Review:** Haskell Beckham, PhD, Professor of Polymer, Textile, and Fiber Engineering at Georgia Institute of Technology, provided the required external consultant's review. Dr. Haskell noted that the program would be unique to Alabama and that very few like it exist in the United States. He stated that the current faculty members are highly experienced and skilled, and the existing facilities are "certainly appropriate for conducting leading edge research in polymer and fiber engineering." He further stated that the strength and uniqueness of the proposed program is the combination of polymer engineering (and science) with fiber engineering.

Dr. Beckham stated that a similar program at Georgia Tech is very successful: every year there are more applicants than can be admitted and graduates of the program routinely have multiple job offers. He stated that he strongly supported the establishment of the program, noting that the proposed educational plan is solid and the need for such a program is demonstrated by the success of similar programs.

In response to a comment from the Alabama Council of Graduate Deans (ACGD), AU provided a letter of support from a second expert in the field. Dr. Anil N. Netravali, Professor of Fiber Science at Cornell University, stated that he had reviewed the proposal and expressed his enthusiastic support. He also had visited AU and the Department of Polymer and Fiber Engineering and stated that he had been impressed with the depth and breadth of AU's polymer offerings.

Regarding the proposal, Dr. Netravali stated that opportunities for graduates in the field are growing. He further stated:

Auburn University has a strong program in Polymer and Fiber Engineering, excellent faculty and laboratory facilities. Auburn University also has been successful in conducting high quality research and also collaborating with a variety of companies. In addition, they have excellent Chemical Engineering, Materials Science, and Mechanical Engineering departments that will provide excellent breadth (both in courses and in research) to the program. Programs in Materials Science and Engineering and Chemical Engineering departments teach some polymers, but they do not have the similar programs that stress Fiber Science and Engineering aspects as proposed. I have no doubts that this program will see a big demand and be a great success.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the ACGD. Five deans participated in the final evaluation of the proposal and voted in favor of recommending it, while no deans voted against it. The University of Alabama at Birmingham representative noted that UAB already has significant biomedical polymer research and encouraged AU to look for collaborative opportunities. Another institutional representative

also referred to related research activities at that institution, but stated that the institution did not object to the establishment of the program at AU.

**Accreditation:** ABET, Inc., is the accrediting agency for AU's undergraduate engineering programs. There is no programmatic accreditation available for the proposed program.

**Curriculum:** The Department of Polymer and Fiber Engineering (formerly the Department of Textile Engineering) has had since 1997 a PhD program in Integrated Textiles and Apparel Science (ITAS) in conjunction with the Department of Consumer Affairs in the AU College of Human Sciences. If the proposed program is approved, the PhD in ITAS will continue, administered solely by the Department of Consumer Affairs. The new program will build on related resources from the existing programs.

For the new PhD program, students with a bachelor's degree must finish a total of 60 semester credit hours [sh] (B.S. degree followed by Ph.D.) with a minimum of 30 sh of graded graduate course work of 6000-level courses or above (with M.S. degree), beyond the bachelor's degree. At least 18 hours of these credit hours must be completed at AU. Of the 30 additional semester hours of course work (at the 6000-level or above), some may be ungraded.

A minimum of 10 sh of Research and Dissertation must be taken. A maximum of four sh of Research and Thesis for a completed Master's program can be counted in the 30-hour minimum. Graduate students must maintain a GPA of 3.0 or better to remain in the graduate school. After completion of the core courses, a written qualifying exam given by the faculty will have to be passed, followed by a written and oral presentation of the student's Ph.D. proposal (administered by the student's advisory committee). For final graduation the student must present his/her research work in form of a written thesis and pass an oral exam (Defense).

Fifteen existing courses already are in place for the program. The following new courses will be developed:

PFEN 8990 Research and Dissertation	1-10 sh
Polymer Physics	4
Conductive Polymers	3
Polymers from Renewable Resources (currently PFEN 7610)	2
Polymer and Fiber Thermodynamics	3
Computational Methods for Macromolecules	2-3
Polymer Colloids and Emulsion Polymerization	2-3
Polymer Nano-composites	2

**Collaboration:** The proposed program would be unique in the state of Alabama, and no similar programs are available in the state. The proposal states that collaboration with complementary programs in the state is possible in the future but has not been implemented in the proposed structure of the program.

Within the department, there already has been some collaboration with institutions having some overlap in courses available. Professors from the University of Alabama at Birmingham (UAB), Tuskegee University, and the Georgia Institute of Technology have held seminars jointly with invited speakers. The faculty has sustained strong collaboration with researchers from other institutions in Alabama, including the University of Alabama, UAB, Auburn University Montgomery, and Tuskegee University.

**Distance Education:** Distance education will not be used in the delivery of the program initially. There are plans to develop distance delivery of some courses in the future.

**Admissions:** According to the proposal, students admitted to the program will be required to hold a master's degree in Polymer/Fiber Engineering or a related field. The student also must have a minimum grade point average (GPA) of 3.0 on a 4.0 scale. Three letters of reference

supporting the application must be submitted, as well as a statement of intent from the student. Finally, all requirements of the AU Graduate School must be satisfied, including a minimum score of 1100 on the Graduate Record Examination. In circumstances where a student does not meet the minimum requirements, special compensatory consideration may be given on the basis of other evidence of outstanding performance or aptitude for enrollment in the program. Remedial course work at the undergraduate level may be required in such circumstances.

**Need:** There are no similar programs listed in the Academic Program Inventory. Other institutions in the state have some course work and research activities related to polymers. The proposal stated that PhD degrees offered in Mechanical Engineering at the University of Alabama (UA), the University of Alabama in Huntsville (UAH), and AU cover some work in composite materials but do not span into polymeric materials or fibers. The UA and University of Alabama at Birmingham (UAB) joint PhD program in Materials Engineering, as well as the AU Materials Engineering program, focus mainly on metals and ceramics with some attention to polymers. In contrast, the proposed program will focus on advanced applications and fundamental research areas in polymers. It also will include fibers, an aspect that other institutions do not have.

According to program officials, polymer engineering is an emerging field. The proposal stated that ten institutions nationally have PhD programs related to polymer/plastics engineering: Case Western Reserve University; the Georgia Institute of Technology; Lehigh University; Pennsylvania State University; the University of Akron; the University of Massachusetts-Lowell; the University of Michigan-Ann Arbor; the University of Southern Mississippi; the University of Tennessee; and Virginia Polytechnic and State University.

The proposed program is the outgrowth of changes to the field and to existing curricula at AU. The Department of Polymer and Fiber Engineering (formerly the Department of Textile Engineering) since 1997 has had a PhD program in Integrated Textiles and Apparel Science (ITAS) in conjunction with the Department of Consumer Affairs in the AU College of Human Sciences. Following the dynamics of the industry, the former Textile Engineering program started changing its focus gradually in the early 2000s and notified the Commission or requested approval of changes to degree programs in the discipline. Currently, in addition to the ITAS PhD program, the Department of Polymer and Fiber Engineering offers bachelor's and master's degrees in Polymer and Fiber Engineering.

Information provided by program officials stated that graduates will be trained for employment in a wide variety of fields. Positions requiring a PhD degree in the discipline are found in research and development departments of large domestic and international corporations, in government agencies—such as the US Department of Energy, the Environmental Protection Agency, and the Department of Agriculture—and in faculty positions at universities and colleges. The proposal included a list of over one hundred companies that participate in research and other aspects of the Polymer and Fiber Engineering Department.

AU provided specific information regarding jobs for graduates. According to the American Chemical Society career listings, several post-doctoral positions that were available recently related to the program. In industrial settings, graduates can be expected to find employment in large corporations, such as DuPont, Eastman, BP Global, and Shell, and Vertex. Vacancies in academic positions are expected to develop more rapidly than average for PhD graduates in this area, according to the American Chemical Society, because of an expected high rate of retirement of senior faculty.

The proposed program will support current industry in the region. AU's location on the I-85 Corridor places it almost equidistant from the Hyundai plant in Montgomery and the Kia plant in West Point, Georgia, and near to many Tier I suppliers for these plants. Many of the suppliers are heavy users of polymers and fibers. According to the proposal, the additional emphasis on fiber-reinforced composite materials will make the program attractive to aerospace and aircraft manufacturers, such as GKN in Tallahassee, as well as automotive suppliers. In addition, polymer

and fiber products are found in microelectronics, medical and health-related products, and protective materials.

In his consultant's report, Dr. Haskell Beckham reported that a similar PhD program at Georgia Tech receives far more applicants than can be admitted, and that graduates routinely have multiple job offers.

**Student Demand:** Student demand was projected based on the experience of similar programs in the region, particularly the program at Georgia Tech. At the time the AU proposal was written, 58 PhD students were enrolled in that program. The proposal also stated that students currently enrolled in the ITAS PhD program at AU, who have a specialization in polymer and fiber engineering, are expected to switch to the proposed program, since it will reflect their education and expertise more precisely. Six to eight students are expected to make this transition from the ITAS program to the proposed program.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 9

Part-time: 2

Current Support Faculty—

Full-time: 0

Part-time: 0

Additional qualified faculty to be hired:

Full-time: 0

Part-time: 0

**Support Staff:** Instruction with analytical and processing equipment will be provided by three lab technicians that are currently employed in the department. No additional support staff is needed. Secretarial support is also available to assist with paperwork.

**Assistantships/Fellowships:** There will be four assistantships, two departmental, one college level, and one dean's fellowship.

**Equipment:** The proposal included a detailed list of specialized equipment available in the Polymer and Fiber Engineering Department. The current equipment is adequate for research.

**Facilities:** Building renovations are planned. Laboratory and office space will be provided during the upgrading and renovation of the current building. The renovation has been planned independent of the PhD program and will be carried out as scheduled, regardless of whether the new program is approved or not. Cost for renovation will be covered by the AU College of Engineering.

**Library:** The proposal contained a detailed analysis of library resources related to the proposed program, compiled using Network of Alabama Academic Libraries (NAAL) guidelines. Comparisons were made between AU and Georgia Tech, Virginia Tech, Case Western University, and the University of Michigan. AU's book collection related to the proposed program was the second largest of the five. Databases and journals were adequate to support the program. Approximately \$17,500 is needed over the first five years in the engineering serials budget to add titles related to the program.

**Program Budget:** Because the proposed program has been part of an already existing program with resources currently used and in place, no major change in need for resources is expected. The proposal provided information on existing resources in the internal reallocation source line.

The proposal stated that the program will cost \$2,067,500 over the first five years. A total of \$2,605,500 from internal reallocations, extramural funds, and tuition will be available over that period.

Regarding extramural funding, AU officials stated that the Department of Polymer and Fiber Engineering has had research revenues exceeding \$1 million over the past five years. These revenues have been used to support graduate students, faculty research, and acquire state-of-the-art equipment. Examples of funding agencies for the extramural funds include the National Science Foundation, the Department of Energy, the Department of Commerce, the Department of Homeland Security, the US Department of Agriculture, the Army, the Navy, the Air Force, and NASA. The department plans to pursue additional funding aggressively to support the proposed new program.

**Attachment 3**

**Doctor of Philosophy in Polymer and Fiber Engineering  
 Curriculum**

Students will be required to enroll in and pass core courses which include Advanced Polymer Processing; Polymer Chemistry; Structure and Properties of Polymers; and Advanced Methods in Polymer Characterization. Further, students must enroll in the Graduate Seminar twice. The core courses should be taken during the first 3-4 semesters the student is enrolled to create the foundation for the Qualifying Exam. In addition, the student can register for Research and Dissertation.

A possible curriculum for a 2-year term is shown in the table below:

<b>First Year</b>	<b>Fall</b>	<b>Credit Hours</b>
PFEN 6510	Polymer Chemistry	4
PFEN 7310	Structure and Properties of Polymers	4
PFEN 7950	Graduate Seminar	1
	<b>Spring</b>	
PFEN 6200	Advanced Polymer Processing	4
PFEN 7700	Advanced Methods in Polymer Characterization	4
PFEN 7950	Graduate Seminar	1

Similarly, a 3-semester spread would also be possible:

<b>First Year</b>	<b>Fall</b>	<b>Credit Hours</b>
PFEN 6510	Polymer Chemistry	4
PFEN 7310	Structure and Properties of Polymers	4
PFEN 7950	Graduate Seminar	1
	<b>Spring</b>	
PFEN 6200	Advanced Polymer Processing	4
PFEN 7950	Graduate Seminar	1
<b>Second Year</b>	<b>Fall</b>	
PFEN 7700	Advanced Methods in Polymer Characterization	4

Other courses could be selected from the following existing courses as well as from courses listed as currently in development, depending on the background and research interest of the student.

The following existing courses are available for the program:

<b>Course Number</b>	<b>Title</b>	<b>Credit Hours</b>
PFEN 6100	Fabrics for Papermaking	3
PFEN 6200	Advanced Polymer Processing	4
PFEN 6250	Advanced Engineering Fibrous Structures	3
PFEN 6510	Polymer Chemistry	4
PFEN 7210	Fabric Formation and Properties	3
PFEN 7310	Structure and Properties of Polymers	4
PFEN 7410	Coloration of Polymers and Fibers	4
PFEN 7500	Mechanics of Reinforced Materials	3

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 Friday, June 18, 2010

PFEN 7620	Advanced Mechanics of Flexible Structures	3
PFEN 7700	Advanced Methods in Polymer Characterization*	4
PFEN 7900	Directed Studies	1-3
PFEN 7910	Polymer Rheology*	3
PFEN 7950	Graduate Seminar	1
PFEN 7970	Special Problems in Polymer and Fiber Engineering	1-3
PFEN 7980	Graduate Project	1-3
PFEN 8200	Advanced Textile Structure Design and Development	3

The following existing courses in other departments also are available for the program:

Course Number	Title
CHEM 6180	Biochemistry I
CHEM 6190	Biochemistry II
CHEN 6120	Surface and Colloid Science
MATH 5630	Introduction to Numerical Analysis I
MATH 5640	Introduction to Numerical Analysis II
MECH 6300	Advanced Mechanics of Materials
MECH 6450	Non-Destructive Evaluation of Materials and Structures
MECH 7010	Advanced Thermodynamics
MECH 6390	Fundamentals of The Finite Element Method
MATL 6700	Biomaterials
MATL 7050	Deformation and Failure of Engineering Materials
CHEN 5420	Polymer Chemistry Engineering
CHEN 7100	Transport Phenomena
CHEN 7110	Chemical Engineering Analysis and Advanced Transport Phenomena

DECISION ITEM B-6: Jacksonville State University, Doctor of Science in Emergency Management (CIP 44.9999)

### **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.

The Code of Alabama, 16-5-10 (6) states that the Commission shall ... "cause studies to be made for the purpose of classifying and prescribing the role and scope for each public institution of higher education in Alabama and to recommend such changes in classification or role and scope for such institutions as it deems necessary and which may be agreed to by the governing board of said institution."

**Program Objective:** The proposed Doctor of Science degree program will review, evaluate, and apply concepts and theories related to: emergency management as a field of study and profession, including in-depth knowledge of natural and human-induced (e.g., technological, terrorism) disasters; human and physical consequences of such events; and the means to mitigate, prepare for, respond to and recover from the impact of such events.

**Role:** The proposed program is not within the instructional role recognized for Jacksonville State University. JSU is not recognized by the Commission as a doctoral degree granting institution. In addition, the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC) recognizes JSU as a level IV institution, accredited to offer degrees only as high as the master's and education specialist. Elevation to the doctoral level with SACS/COC would require the approval of a substantive change.

In a May 6<sup>th</sup> letter to the institution, the president of SACS/COC, Belle Wheelan, stated that the accrediting agency had accepted notification of plans to offer the doctoral degree program in Emergency Management. The letter instructed JSU to submit an application seeking accreditation at a more advanced degree level (Level V). The application must be submitted by October 1 for consideration at the December meeting of the COC's board of trustees or by April 15, 2011, for consideration at the board's June meeting.

**Mode of Delivery:** The proposal stated that all courses would be offered online; however, students would be required to participate in a weekend seminar on the JSU campus once each academic year.

**Similar Programs:** There are no similar programs listed in the Academic Program Inventory. The proposal stated that there are no other programs nationwide, and that the program would be the first interdisciplinary emergency management program. Nine related doctoral programs are listed on the FEMA website but most are concentrations within another discipline. The nearest program is at Georgia State University (Atlanta), a PhD program in Public Policy with a specialization in Disaster Management.

**Collaboration:** The proposal states that JSU will collaborate with other institutions, particularly related to supporting student dissertation research and for special research initiatives. Though no other Alabama institutions offer a similar program, JSU will seek collaboration with faculty at other institutions in related disciplines (such as sociology, public administration, civil engineering, public health, etc.) who are interested in emergency management and homeland security for possible collaboration.

**Resources:** The proposal projected that a total of \$1,302,855 in estimated new funds will be required to support the proposed program. A total of \$1,302,855 will be available through internal reallocations, extramural funding, and tuition.

**Public Review:** The program was posted on the Commission website from January 4 until January 24 (twenty days) for public review and comments. No comments were received. The revised proposal was placed on the website on April 30 and remains there for public review. One letter of support was submitted through the website in support of the program.

**Rationale for Staff Recommendation:**

1. The proposed program is outside the instructional role for Jacksonville State University (JSU).
2. The Commission is considering a draft of instructional role guidelines which would allow the approval of the program with certain stipulations.

DECISION ITEM B-6: Jacksonville State University, Doctor of Science in  
Emergency Management (CIP 44.9999)

Staff Presenter: Mrs. Ellen Haulman  
Assistant Director for Instruction

Staff Recommendation: That the program proposal be considered by the  
Commission in relation to existing and proposed  
instructional role policy.

Background: The proposed program is outside the instructional role  
recognized for Jacksonville State University (JSU). JSU  
is not recognized by the Commission as a doctoral  
degree granting institution. In addition, the Southern  
Association of Colleges and Schools/Commission on  
Colleges (SACS/COC) recognizes JSU as a level IV  
institution, accredited to offer degrees only as high as  
the master's and education specialist. Elevation to the  
doctoral level with SACS/COC will require the approval  
of a substantive change.

In a May 6<sup>th</sup> letter to the institution, the president of  
SACS/COC, Belle Wheelan, stated that the accrediting  
agency had accepted notification of plans to offer the  
doctoral degree program in Emergency Management.  
The letter instructed JSU to submit an application  
seeking accreditation at a more advanced degree level  
(Level V). Institutions with the SACS/COC Level V  
designation offer three or fewer doctorate degrees as  
highest degrees. The application must be submitted by  
October 1 for consideration at the December meeting of  
the COC's board of trustees or by April 15, 2011, for  
consideration at the board's June 2011 meeting.

In December 2007, the Commission approved a single  
program at the doctoral level for Troy University, outside  
the instructional role recognized for the institution.  
Because the program was outside the role recognized  
by the Commission, the program was approved with  
certain stipulations. These stipulations have been  
included in the draft guidelines for instructional role for  
2010-15 (also in this packet).

If these stipulations were applied to approval for the DSc  
in Emergency Management at JSU, they would appear  
as follows:

*With the approval of the doctoral program, Jacksonville  
State University (JSU) will be recognized as having a  
doctoral role only in Emergency Management (CIP  
44.9999). If the program is deleted from the  
Commission's Academic Program Inventory in the  
future, the doctoral entry also will be deleted from JSU's  
instructional role matrix.*

*Furthermore, the Commission staff recommends that  
credit hours at the doctoral level for Emergency*

*Management program (CIP 44.9999) be given the appropriate doctoral weight and that these credit hours receive the doctoral library factor in the ACHE Standard calculation. The staff further recommends that, because JSU will have a single doctoral-level program, it continue to receive the nondoctoral instructional cost multiplier and the four percent additional amount for organized research instead of the eight percent.*

If the program were approved by the Commission, it would have the implementation date and post-implementation conditions listed below:

*Implementation Date: The proposed program will be implemented August 2011. Based on Commission policy, the proposed program must be implemented by June 18, 2012 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 2011-12, will be at least 11, based on the proposal.*
- 2. That the annual average number of graduates for the period 2014-15 through 2015-16 (two years) will be at least 4, based on the proposal.*
- 3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.*
- 4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.*
- 5. That the institution will submit an annual report over the first five years on the number of new students enrolled in the program and the state of residence of each new student.*
- 6. That the annual report include employment placement information for each graduate of the program.*

*Jacksonville State University (JSU) 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 joint report submitted to the Commission no later than September 1, 2016.*

The staff also suggests the following pre-implementation conditions, if the Commission were to approve the proposed program:

1. That Jacksonville State University notify the Commission of SACS/COC approval of JSU's accreditation at a more advanced degree level, Level V.
2. That JSU comply with any instructional role policies that may be adopted by the Commission prior to the implementation of the program.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Jacksonville State University program proposal revision, dated April 23, 2010. 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	Jacksonville State University
PROGRAM	Doctor of Science in Emergency Management

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY*	\$91,000	\$91,000	\$182,000	\$182,000	\$273,000	\$819,000
LIBRARY	\$56,166	\$52,934	\$56,877	\$60,304	\$64,074	\$290,355
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$17,500
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
FELLOWSHIPS	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$156,000
OTHER	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
TOTAL	\$185,866	\$182,634	\$277,577	\$281,004	\$375,774	\$1,302,855

\* New faculty will be phased in over three years.

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$154,096	\$112,740	\$150,497	\$109,446	\$197,862	\$724,641
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$31,770	\$69,894	\$127,080	\$171,558	\$177,912	\$578,214
TOTAL	\$185,866	\$182,634	\$277,577	\$281,004	\$375,774	\$1,302,855

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	5	11	20	27	28	18
NEW ENROLLMENT HEADCOUNT	5	8	12	15	15	11 2-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	0	3	4	4

## Attachment 2

### Summary of Background Information

Doctor of Science in Emergency Management  
Jacksonville State University

**Role:** The proposed program is not within the instructional role recognized for Jacksonville State University. JSU is not recognized by the Commission as a doctoral degree granting institution. In addition, the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC) recognizes JSU as a level IV institution, accredited to offer degrees only as high as the master's and education specialist. Elevation to the doctoral level with SACS/COC would require the approval of a substantive change.

In a May 6<sup>th</sup> letter to the institution, the president of SACS/COC, Belle Wheelan, stated that the accrediting agency had accepted notification of plans to offer the doctoral degree program in Emergency Management. The letter instructed JSU to submit an application seeking accreditation at a more advanced degree level (Level V). The application must be submitted by October 1 for consideration at the December meeting of the COC's board of trustees or by April 15, 2011, for consideration at the board's June meeting.

**Objectives:** The proposed Doctor of Science degree program in Emergency Management will have the following objectives:

Review, evaluate, and apply concepts and theories related to:

- Emergency management as a field of study and profession, including in-depth knowledge of natural and human-induced (e.g., technological, terrorism) disasters; human and physical consequences of such events; and the means to mitigate, prepare for, respond to and recover from the impact of such events.
- In-depth knowledge of emergency management practices as a basis for a comprehensive and holistic approach to the study of preparedness, mitigation, response and recovery for natural and human-induced (e.g., technological, terrorism) disasters.
- Dominant perspectives and approaches to research and practice in emergency management.
- Political, organizational and social contexts of emergency management.
- Human behavior in mass emergencies and disasters.

Demonstrated proficiency in:

- Research Methods and Analysis;
- Policy and Program Administration;
- Emergency Management Knowledge Areas; and
  - o Crisis management
  - o Hazards risk management
  - o Risk and crisis communication
  - o Disaster and hazards planning and preparedness
  - o Mitigation and prevention
  - o Response and recovery.

In addition to customary university programmatic reviews outlined in the proposal, student outcomes in the program will be assessed in the following four areas:

Indirect Measures: Indirect measures will identify student satisfaction, attitudes and perceptions of the program.

- A New Doctoral Program Survey will be developed to measure the motivation, expectations and needs of incoming students using a 4-point scale. The results of this online survey will be used to ensure that recruiting, admissions, orientation efforts and student services are meeting the needs of incoming students.

- Additional indirect measures will be gathered each semester on each course taught in the program.
- Student satisfaction will also be measured using the Graduate Student Exit Survey, currently administered to all Jacksonville State University graduate students during the application for graduation process.

**Direct Measures:** Direct measures identify the knowledge, skills, values and proficiency learned as a result of course work.

- Using the Curricular Objectives, students will be given a pre-test and post-test to determine content knowledge of the program. Two-group comparisons will indicate that there are significant differences between pre- and post-test scores.
- Students will also participate in Comprehensive Orals once all course work is complete. The interview protocol will ask graduating students to discuss course content knowledge based on the Curricular Objectives.

**Applied Measures:** Applied measures will determine if graduates used or plan to use the skills and knowledge from this program in their post-doctoral work.

- An alumni survey will be administered online to recent graduates every 3 years. The survey will ask graduates to identify their current work, the skills and knowledge that they use or plan to use in their work, and any skills and knowledge that they need that they did not learn in the program. Alumni will also be asked to submit the name, title and contact information of their supervisor from their place of employment.
- Employers will be asked to identify the skills and knowledge that the graduate uses in their work, skills and knowledge that they plan to use and additional skills and knowledge that the graduate needs. This survey will be conducted within 3 months of the alumni survey.

**Program Impact:** Program impact measures ensure that students reach academic goals and succeed professionally. This assessment will monitor student retention in the program and also student progress toward graduation. Enrollment data and advisory records will be gathered to assess the academic progress and retention of doctoral students annually.

**Documenting and Using Results:** Each objective identifies measurable benchmarks considered acceptable by the program. If these benchmarks are not met, the program will develop a plan to address and improve that program component.

**Administration:** The program will be administered by the College of Graduate Studies, Dr. William D. Carr, Dean, and by the Department of Emergency Management, Dr. A. Barry Cox, Academic Coordinator.

#### **Review of Proposal by Persons External to Institution:**

**Consultant Review:** Dr. John R. Harrald, Research Professor and Adjunct Professor of Public Policy at the Virginia Tech Center for Technology, Security, and Policy, provided the required external consultant's review. According to his review, the program is needed because the field is making a transition from an experience-based discipline to a profession. The expanding number of undergraduate and master's degree programs in the field will require faculty with relevant degrees and research competencies to grow and improve. Dr. Harrald stated that the program objectives were reasonable and well-stated. He also projected that demand for the program would be significant.

Dr. Harrald did not comment on the relevance to institutional role of the proposed program. He stated the following concerning the institutional context:

The institutional context of the program will be critical to its success. The creation of the doctoral program will change the nature of the department and its relationship with other programs within the University. The department is currently a teaching oriented department;

the doctoral program will require the expansion of research interests and skills within the faculty. This can be done intentionally through new hires and faculty development.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Seven deans voted on the final review of the proposal. Five recommended approval of the proposal, one abstained, and one voted for disapproval. One dean commented that the program would be unique and would serve a need, and that it was likely to reach a wide audience because of its largely online nature. The same dean noted, however, that the program was not projected to pay for itself and would require reallocation of resources within the institution. Two deans requested that they review any revision of the proposal.

After meeting with the Commission staff, JSU withdrew the proposal, made revisions, and resubmitted the revised proposal. The revision was distributed to the ACGD for any additional comments. Only one comment was submitted, stating that the proposed program still seemed to be an applied program that would be more appropriate at the master's level.

**Accreditation:** According to the proposal, there is no accreditation available for this program.

**Curriculum:** The program will require a total of 54 semester hours for completion, which will include at least 36 semester hours of coursework in administration and policy, practice areas, and research, in addition to an earned Master of Science degree in Emergency Management or a related discipline. While courses are delivered online, students are required to participate in a week long seminar on campus once each academic year.

Doctoral candidates will complete an applied research dissertation over three terms, typically in their place of work or a related setting. Students will enroll for six hours of dissertation credit each term, defending their proposal during the first term, completing data analysis in the second, and defending the dissertation in the third.

The following are new courses that would be developed for the program:

Administration and Policy (9 hours):

- EM 8XX, Disaster Management Principles and Practice
- EM 8XX, Interdisciplinary Disaster Theory and Research
- EM 8XX, Institutional Context and Emergency Management Policy
- EM 8XX, Systems Thinking and Applications in Emergency Management

Practice Areas (6 hours):

- EM 8XX, Hazards Risk Management and Community Resilience
- EM 8XX, Risk-Based Response and Recovery Strategy Development and Operations
- EM 8XX, Emergency Management Program Management

Research (12 hours):

- EM 8XX, Research Design
- EM 8XX, Advanced Data Analysis
- EM 8XX, Cost-Benefit Analysis or
- EM 8XX, Qualitative Research or
- EM 8XX, Evaluation Research or
- EM 8XX, Independent Study

Electives (9 hours):

- EM 8XX, Independent Study
- EM 8XX, Voluntary and Nonprofit Disaster Management
- EM 8XX, Health Care Systems in Disaster
- EM 8XX, Risk Communication

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 18, 2010

- EM 8XX, Crisis Leadership and Management
- EM 8XX, IT Applications for Emergency Management
- EM 8XX, Spatial Analysis and GIS for Emergency Management

Dissertation (18 hours):

- EM 8XX, Dissertation Research

Three comprehensive exams (two written and one oral) are required of each person seeking candidacy for the doctoral program. After passing these exams, the student may advance to candidacy.

**Collaboration:** The proposal states that JSU will collaborate with other institutions, particularly related to supporting student dissertation research and for special research initiatives. Though no other Alabama institutions offer a similar program, JSU will seek collaboration with faculty at other institutions in related disciplines (such as sociology, public administration, civil engineering, public health, etc.) who are interested in emergency management and homeland security for possible collaboration.

**Distance Education:** All courses will be offered online; however, students will be required to participate in a weekend seminar on the JSU campus once each academic year. JSU has delivered emergency management courses over the internet for ten years.

**Admissions:** According to the proposal, students admitted to the program will be required to hold a master's degree in Emergency Management or a related field. In addition, they must score within the top 25 percentile on the Graduate Record Examination (GRE) and have a grade point average (GPA) of 3.4 or higher on all previous course work. The proposal stated that admission is expected to be highly competitive and will be based on Admission Committee review of the applicants' applications, résumé, qualitative assessment by three references, transcript, and GRE scores.

**Need:** There are no similar programs listed in the Academic Program Inventory. The proposal stated that there are no other programs nationwide, and that the program would be the first interdisciplinary emergency management program. Nine related doctoral programs are listed on the FEMA website but most are concentrations within another discipline. The nearest program is at Georgia State University (Atlanta), a PhD program in Public Policy with a specialization in Disaster Management.

The proposal further stated that the program would respond to an urgent need for doctoral-qualified emergency management instructors at the college level, along with researchers and emergency practitioners with doctoral credential. The proposal stated that the current emergency management undergraduate and graduate programs at JSU have over 1,000 students enrolled.

The proposal used faculty positions at the FEMA website to project job openings. Over the next five years, 25 FEMA jobs nationwide per year were projected.

At the request of the Commission and the staff, JSU conducted a survey to ascertain job opportunities in Alabama. Based on letters of support, as well as face-to-face and telephone communications, JSU officials project that 18 positions related to the program will be available in Alabama over the first eight years of the program.

According to this survey, the potential employers located in Alabama by category are as follows:

State of Alabama agencies:

Alabama Emergency Management Agency  
Alabama Department of Homeland Security  
Alabama Department of Public Health

Federal agencies with offices in Alabama:

U. S. Army Corps of Engineers in Mobile  
Environmental Protection Agency  
National Oceanic and Atmospheric Administration, including the National Weather Service

Corporations:

Science Applications International Corporation (SAIC)  
Northrop Grumman  
Subcontractors for emergency management and homeland security

The proposal included several letters in support of the program. Letters were written by the following:

- Bruce Baughman, President of EM Associates (former director of the Alabama Emergency Management Agency and FEMA's Office of National Preparedness)
- Dr. Steven Diaz, Deputy Director, HQ US Army Corps of Engineers Emergency Management Community of Practice, Mobile, Alabama
- Brock Long, Director, the Alabama Emergency Management Agency
- Christopher E. Saegar, Director, Performance Improvement, Disaster Services, the American Red Cross National Headquarters, Washington, DC
- Jim Walker, Director, the Alabama Department of Homeland Security.

The letters supported the need for doctorally prepared graduates in this field for the most senior positions in both the state and the nation.

A letter from an emergency management professional was submitted to the Commission's Public Forum website in support of the program. Greg Petry of Fort Worth, Texas, Executive Director of the Tarrant County 9-1-1 District, wrote that the need for persons with degrees in Emergency Management is increasing. The letter stated that the field was the fifth largest employment growth sector last year. He pointed out JSU's reputation as a leader in Emergency Management education and stated that the proposed program would help increase the number of doctorally prepared Emergency Managers to educate the professionals of the future.

**Student Demand:** In August 2008, program officials conducted an online survey that was sent to JSU emergency management students. The response rate was 45 percent (160 undergraduate and graduate responders). Sixty-seven percent stated that they were "very interested" in the program and 28 percent were "somewhat interested" in the program. The primary reason given for wanting to pursue the doctoral degree was job advancement (56 percent), followed by teaching (31 percent). Emergency management alumni also were surveyed in August 2008. Of the 69 alumni that responded to the online survey, 68 percent were "very interested" in the program and 28 percent were "somewhat interested." The primary reason given for wanting to pursue a doctoral degree was teaching (44 percent), followed by job advancement (35 percent) and research (16 percent).

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 5  
Part-time: 1

Current Support Faculty--

Full-time: 11  
Part-time: 0

*Support faculty will come from the departments of Mathematical, Computing, and Information Sciences; Sociology and Social Work; Nursing and Health Sciences; Physical and Earth Sciences; Criminal Justice; Education and Professional Studies International House; Political Science and Public Administration; Graduate Studies; Commerce and Business Administration; and Institutional Research and Assessment. They will support the program as program committee members, in research collaboration, in teaching support, and as members of dissertation committees.*

Additional qualified faculty to be hired:

Full-time: 3  
Part-time: 0

**Support Staff:** Current support staff (a full-time academic advisor and a full-time secretary) will be sufficient for the program. Graduate assistants and undergraduates are employed as needed.

**Assistantships/Fellowships:** Initially there will be two assistantships available for the program.

**Equipment:** No special equipment will be needed. A computer and other office equipment will be acquired for the program.

**Facilities:** The department is housed in the JSU McClellan Center. The location has space to accommodate additional faculty as they are hired.

**Library:** The proposal contained an acquisitions plan to raise the library collection to level 4 (Research Level), according to the Western Library Network Collection Assessment Services guidelines, in order to support adequately a doctoral degree in this area. The proposal noted that "building a research-intensive collection to this level will require sustained acquisitions and funding over a period of years, rather than a one-year increase in funding." Adding the program, which will rely on distance education, will require that the library subscribe to mostly electronic resources, including major indexing/abstracting databases. The acquisitions plan also provided a list of current holdings related to the proposed program.

**Program Budget:** The proposal projected that a total of \$1,302,855 in estimated new funds will be required to support the proposed program. A total of \$1,302,855 will be available through internal reallocations, extramural funding, and tuition.

**Attachment 3**

**Doctor of Science in Emergency Management  
Curriculum**

Fall Semester, First Year:

EM 8XX, Disaster Management Principles and Practice  
EM 8XX, Institutional Context and Emergency Management Policy

Spring Semester, First Year:

EM 8XX, Interdisciplinary Disaster Theory and Research  
EM 8XX, Systems Thinking and Applications in Emergency Management

Summer Semester, First Year:

EM 8XX, Elective

Fall Semester, Second Year:

EM 8XX, Research Design  
EM 8XX, Advanced Data Analysis

Spring Semester, Second Year:

EM 8XX, Hazards Risk Management and Community Resilience  
EM 8XX, Risk-Based Response and Recovery Strategy Development

Summer Semester, Second Year:

EM 8XX, Elective

Fall Semester, Third Year:

EM 8XX, Emergency Management Program Management  
EM 8XX, Research Elective

Spring Semester, Third Year:

EM 8XX\*, Dissertation Research (6 hours)

Fall Semester, Fourth Year:

EM 8XX, Dissertation Research (6 hours)

Spring Semester, Fourth Year:

EM 8XX, Dissertation Research (6 hours)

\*Note: The number of dissertation hours by semester may vary depending on the student's progress.

DECISION ITEM B-7: The University of North Alabama, Master of Science in Geospatial Science (CIP 45.0799)

### **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 a Master of Science in geospatial science. According to the proposal, geospatial science is an innovative approach to applying spatial knowledge and technology to solve contemporary problems. As proposed, the program will focus on the multidisciplinary application of geospatial science using the spatial paradigm with methods of geospatial technologies to: prepare students to solve complex environmental, urban, economic, and business problems; conduct independent research; develop skills in critical thinking and writing; and prepare for professions requiring knowledge of geospatial methods, analysis, and techniques.

**Role:** The proposed program is within the instructional role recognized for the University of North Alabama (UNA).

**Mode of Delivery:** The program will be delivered face-to-face on the UNA campus. Distance education delivery of the program will be considered in the future. Currently, at least three online courses are offered each semester in the undergraduate geography program. Possible modes of delivery for the proposed program include a combination of Tegrity, Skype, Angel, Google, and other live link web opportunities for transmission of live face-to-face classes from the UNA campus to other locations. Blended courses also will be considered. According to the proposal, the use of distance education will be assessed after the graduate program is implemented.

**Similar Programs:** There are no programs listed at the same CIP code in the Academic Program Inventory. Both the University of Alabama (UA) and Auburn University (AU) have existing MS degrees in Geography at CIP 45.0701. AU's program was approved in June 2008 and was implemented in January 2010. UA also offers a graduate certificate in geographic information systems. According to the proposal, the UNA program, though utilizing the same technologies, will offer advanced study and research that will extend a student's spatial and critical thinking skills into the analysis of current environmental, urban, economic, and social issues.

**Collaboration:** The proposal states that UNA has sufficient resources and courses to deliver the proposed program without the importation of resources from other institutions. However, collaboration would be welcomed and UNA would accept transfer credits from other institutions.

**Resources:** The proposal projected that a total of \$194,000 in estimated new funds will be required to support the proposed program. A total of \$524,810 will be available through tuition and extramural funds.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposal stated that the US Department of Labor has identified geospatial technologies as a major growth field. The northern region of Alabama is experiencing growth in fields related to geospatial knowledge and skills, such as the military, defense

contracting, homeland security, urban and regional planning, consulting, and software development.

2. The program will offer advanced study and research that will extend a student's spatial and critical thinking skills into the analysis of current environmental, urban, economic, and social issues.
3. UNA already has resources and faculty in place for the program.

DECISION ITEM B-7:

The University of North Alabama, Master of Science in Geospatial Science (CIP 45.0799)

Staff Presenter:

Mrs. Ellen Haulman  
Assistant Director for Instruction

That the Commission approve the proposed Master of Science (MS) in Geospatial Science with the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 6, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2014-15 (three-year average) will be at least 4, 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 progressing in their current positions.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of North Alabama 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, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of North Alabama program proposal, dated February 25, 2010. 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	University of North Alabama
PROGRAM	Master of Science in Geospatial Science

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$12,000	\$0	\$0	\$12,000	\$24,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000	\$150,000
TOTAL	\$30,000	\$47,000	\$30,000	\$35,000	\$52,000	\$194,000

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$40,860	\$29,520	\$18,180	\$88,560
EXTRAMURAL*	\$100,000	\$100,000	\$0	\$0	\$0	\$200,000
TUITION	\$20,790	\$34,020	\$49,140	\$60,480	\$71,820	\$236,250
TOTAL	\$120,790	\$134,020	\$90,000	\$90,000	\$90,000	\$524,810

\*Additional Extramural funds are anticipated.

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

*[UNA projects that over half of the students who enroll will be part-time.]*

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	13	18	23	27	18
NEW ENROLLMENT HEADCOUNT	8	5	5	5	5	6 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	2	5	5	4

## Attachment 2

### Summary of Background Information

Master of Science in Geospatial Science  
The University of North Alabama

**Role:** The proposed program is within the instructional role recognized for the University of North Alabama.

**Objectives:** The proposed program is a Master of Science in geospatial science. According to the proposal, geospatial science is an innovative approach to applying spatial knowledge and technology to solve contemporary problems. As proposed, the program will focus on the multidisciplinary application of geospatial science using the spatial paradigm with methods of geospatial technologies to:

- Prepare students to solve complex environmental, urban, economic, and business problems;
- Conduct independent research;
- Develop skills in critical thinking and writing; and
- Prepare for professions requiring knowledge of geospatial methods, analysis, and techniques.

The program will have three objectives:

1. Provide advanced coursework and independent research opportunities in the theory and application of geospatial science to a broad range of current issues in environmental, urban, economic, business, and social fields.
2. Develop advanced critical and spatial thinking abilities and combine these with a problem-solving proficiency through the application of geospatial methods and technology in the areas of Geographic Information Systems (GIS), remote sensing, aerial photograph interpretation, computer cartography, Global Positioning Systems (GPS), spatial statistics, urban and regional planning, and policy analysis.
3. Prepare students for private industry, government, and education careers in geospatial science, identified by the US Department of Labor as one of the three major growth industries for the twenty-first century.

Learning outcomes: Upon completion of the program, graduates will be able to:

1. Ask scientific questions using a geospatial paradigm.
2. Design and conduct research using geospatial methods and technologies.
3. Employ enhanced analytical, critical, and spatial thinking, knowledge, and acumen to solve contemporary problems.
4. Graduate with advanced knowledge of geospatial science and thorough competence in the application of geospatial technologies.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Vagn Hansen, Dean, and by the Department of Geography, Dr. William R. Strong, Chairperson.

**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 Alabama Council of Graduate Deans (ACGD). During the review process, UNA submitted additional information to answer questions from the graduate deans and the Commission staff. Five deans participated in the final evaluation of the proposal and voted in favor of recommending it, while no deans voted against it.

**Accreditation:** According to the proposal, there is no specialized accreditation available for this program.

**Curriculum:** UNA currently has a BA/BS in Geography listed in the Commission's Academic Program Inventory.

The program will allow students to choose between a thesis and non-thesis option. Students will complete at least 33 semester hours [sh] of graduate credit. All students are required to complete fifteen hours of core courses, at least twelve hours of electives, and at least six credit hours of thesis or, for the non-thesis option, at least three hours of research and three additional hours of geography or related subject.

Credit hours required in major courses: 15  
Credit hours in required or free electives: 12-18  
Credit hours for thesis or dissertation: 6

The following new courses will be developed:

GE 504	Environmental Hazards	3 sh
GE 520	Principles of Urban and Regional Planning	3
GE 524	Remote Sensing	3
GE 600	Geographic Thought	3
GE 609	Geographic Methods and Design	3
GE 620	Planning Theory and Process	3
GE 624	Advanced Remote Sensing	3
GE 625	Cartographic Design and Visualization	3
GE 684	Spatial Modeling and Analysis in Geographic Information Science	3
GE 689	Seminar in Geospatial Sciences	3
GE 692	Research	3
GE 695	Thesis	3
GE 697	Advanced Topics	3

The thesis option will require a minimum of six hours of thesis work and the successful defense of a master's thesis. The non-thesis option will require at least three hours of structured and supervised research work and three additional hours of geography.

**Collaboration:** The proposal states that UNA has sufficient resources and courses to deliver the proposed program without the importation of resources from other institutions. However, collaboration would be welcomed and UNA would accept transfer credits from other institutions.

**Distance Education:** Distance education for the program will be considered for the future. Currently, at least three online courses are offered each semester in the undergraduate geography program. Possible modes of delivery for the graduate program include a combination of Tegrity, Skype, Angel, Google, and other live link web opportunities for transmission of live face-to-face classes from the UNA campus to other locations. Blended courses will also be considered. The use of distance education will be assessed after the graduate program is implemented.

**Admissions:** Students admitted must meet the general requirements for admission into graduate studies at UNA. In addition, the following minimum requirements are specified for the proposed program:

1. A bachelor's or higher degree in an appropriate field of study from an accredited institution or the student must complete coursework that will meet this requirement, as determined by the graduate admissions committee.
2. A minimum of a 3.5 overall or a 3.0 grade point average on a 4.0 scale in the last two years of undergraduate work and in all previous graduate work (if any) is required.
3. Submission of satisfactory scores on the Graduate Record Examination (GRE), which shall consist of a combined score of at least 1000 on the verbal and either the analytical or quantitative section.
4. Three letters of recommendation from academic or professional sources as required.

A student may be conditionally admitted to the proposed program if his/her GRE scores have not yet been obtained, are insufficient, or if the Graduate Admissions Committee deems the undergraduate coursework insufficient. A student without sufficient prior coursework in geography may be required to enroll in undergraduate courses to meet prerequisites for graduate level work. The student must submit satisfactory test scores or complete remedial coursework prior to progressing beyond 12 credit hours in the program.

Transfer credits will be accepted in accordance with university policy. Generally, UNA will accept up to six hours of transfer credit.

**Need:** There are no programs listed at the same CIP code in the Academic Program Inventory. Both the University of Alabama (UA) and Auburn University (AU) have existing MS degrees in Geography at CIP 45.0701. AU's program was approved in June 2008 and was implemented in January 2010. UA also offers a graduate certificate in geographic information systems. According to the proposal, the UNA program, though utilizing the same technologies, will offer advanced study and research that will extend a student's spatial and critical thinking skills into the analysis of current environmental, urban, economic, and social issues. The institution which has a master's program most similar to the proposed program is George Mason University in Virginia. Virginia Polytechnic Institute and State University (Virginia Tech) has a PhD program in Geospatial and Environmental Analysis, but does not offer a master's degree program.

The proposal stated that the US Department of Labor has identified geospatial technologies as a major growth field. The northern region of Alabama is experiencing growth in fields related to geospatial knowledge and skills, such as the military, defense contracting, homeland security, urban and regional planning, consulting, and software development.

The proposal further stated that employers of geography graduates in north Alabama have expressed interest in the proposed program. In a survey of thirteen regional employers, 77 percent responded that they are likely or highly likely to hire persons with an MS or MA degree in the near future. The same percentage indicated that a master's degree is important for employees in their organization and that a graduate degree will increase the salary potential of their employees. All respondents stated that there is a need for the proposed program.

**Student Demand:** To measure student demand for the program, the UNA Department of Geography conducted a survey of potential students for the program. One hundred potential graduate students answered the survey. Information on the survey was distributed through e-mail announcements to geography graduates; e-mail requests to geography department chairs across the southeast with a request for further distribution to their students and graduates; and e-mail and verbal announcements to current students at UNA.

Survey results were included as attachments to the proposal. Of the potential students who responded, 62 percent were interested in a master's program in geospatial techniques. More

than 65 percent said that they would probably or definitely apply for the proposed program, if it were offered by UNA.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 7  
Part-time: 1

Current Support Faculty--

Full-time: 0  
Part-time: 0

Additional qualified faculty to be hired:

Full-time: 0  
Part-time: 0

**Support Staff:** The department currently employs a full-time administrative assistant and a student worker. No additional staff will be needed.

**Assistantships/Fellowships:** Initially, there will be two assistants, one teaching and one research assistant.

**Equipment:** UNA's Department of Geography has a large amount of equipment available for the program, including 31 computers with software dedicated to GIS, remote sensing, and other geography applications. Also, the UNA's Writing Center and the Department of Sociology have computer labs equipped with GIS software and related applications. Existing equipment is sufficient to support the proposed program.

**Facilities:** Current facilities are sufficient to support the program.

**Library:** The proposal included a detailed analysis of library holdings related to the proposed program. The collection supporting geospatial sciences was assessed at the advanced study or instructional support level, adequate to support term paper writing at the baccalaureate level. The journal collection alone was assessed to be of a quality to support master's level work. The libraries' collections in geography will be enhanced to support the proposed program fully.

**Program Budget:** The proposal projected that a total of \$194,000 in estimated new funds will be required to support the proposed program. A total of \$524,810 will be available through tuition and extramural funds.

**Attachment 3**

**Master of Science in Geospatial Sciences  
Curriculum**

**[Sample Full-Time Student Curriculum]**

***Curriculum by Semester (Thesis Option)***

**Semester 1**

GE 524 Remote Sensing  
GE 584 Projects in GIS  
GE 600 Geographic Thought

**Semester 2**

GE 609 Geographic Methods  
GE 684 Spatial Modeling and Analysis  
GE 689 Seminar in Geospatial Science

**Semester 3**

Techniques Elective  
General Elective  
General Elective

**Semester 4**

GE 695 Thesis (6 hrs)

***Curriculum by Semester (Non-Thesis Option)***

**Semester 1**

GE 524 Remote Sensing  
GE 584 Projects in GIS  
GE 600 Geographic Thought

**Semester 2**

GE 609 Geographic Methods  
GE 684 Spatial Modeling and Analysis  
GE 689 Seminar in Geospatial Science

**Semester 3**

Techniques Elective  
General Elective  
General Elective

**Semester 4**

GE 692 Research (3 hrs)  
General Elective

DECISION ITEM B-8: The University of North Alabama, Bachelor of Arts/Bachelor of Science in Mass Communication (CIP 09.0102)

### **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 was designed to support and deliver quality coursework in mass communication giving students a broad background to enter the diverse workplace of public service, private industry, entrepreneurship, and independent contracting.

**Role:** The University of North Alabama is approved to offer academic programs at the baccalaureate degree level. Approval of this program will extend this role to the Academic Subdivision, "Communication and Related Technologies."

**Mode of Delivery:** According to the proposal, almost 100 percent of the general education courses are available online. Additionally, within approximately three years after the proposed program is implemented, the institution expects to have the following courses available for online completion: COM 205 Communication in a Global Age, COM 314 Communication Theory, COM 230 Foundations of Public Relations, COM 293 Scriptwriting Fundamentals, and COM 455/555 Media History. These courses constitute 15 credit hours that could be completed by a student in any of the five emphasis areas.

**Similar Programs:** There is a PhD program in Communication and Information Sciences in the Commission's Academic Program Inventory listed at CIP 09.0102 at the University of Alabama. Baccalaureate programs listed at CIP 09.0101 in the Academic Program Inventory can be found at the following institutions: the University of Alabama (Communication Studies); the University of Alabama at Birmingham (Communication Studies); Alabama State University (Communications); Auburn University at Montgomery (Communications, General), and the University of South Alabama (Communications, General).

**Collaboration:** According to the institution, UNA anticipates collaboration with two-year institutions to assist those students in completing a degree in mass communication in a timely manner. This program proposal and the accompanying course revisions will likely facilitate an easier transfer process between the state's two-year and four year institutions.

**Resources:** The proposal projected that a total of \$480,522 in estimated new funds will be required to support the proposed program. A total of \$5,503,306 will be available through internal reallocations, extramural funding, and tuition.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for the Staff Recommendation:**

1. By the year 2015, it is projected that a total of 13,640 job openings related to the proposed program will be available in the state.
2. The proposal represents a realignment of existing coursework with a focus on improving existing teaching and the addition of new skills to produce graduates better able to find employment.

DECISION ITEM B-8: The University of North Alabama, Bachelor of Arts/Bachelor of Science in Mass Communication (CIP 09.0102)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts (BA) / Bachelor of Science (BS) in Mass Communication.

The program will have five options: Print/Online Journalism; Broadcast Journalism; Integrated Communications; Radio-Television & Interactive Media; and Media Studies. Consistent with Commission policy and operational definitions, these options will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program with options will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 56, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2014-15 (four-year average) will be at least 16, 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.

The University of North Alabama (UNA) 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, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. The University of North Alabama program proposal, dated March 11, 2010. 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 University of North Alabama

PROGRAM Bachelor of Arts/Bachelor of Science in Mass Communication

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$73,360	\$77,762	\$82,427	\$87,373	\$320,922
LIBRARY	\$1,000	\$1,000	\$1,300	\$1,300	\$1,000	\$5,600
FACILITIES	\$2,000	\$6,000	\$1,000	\$1,000	\$5,000	\$15,000
EQUIPMENT	\$8,000	\$44,000	\$10,000	\$5,000	\$24,000	\$91,000
STAFF	\$0	\$0	\$0	\$24,000	\$24,000	\$48,000
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$11,000	\$124,360	\$90,062	\$113,727	\$141,373	\$480,522

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$500,234	\$530,248	\$562,063	\$595,787	\$631,534	\$2,819,866
EXTRAMURAL	\$0	\$5,000	\$5,000	\$12,000	\$12,000	\$34,000
TUITION	\$258,997	\$417,238	\$696,331	\$632,757	\$644,117	\$2,649,440
TOTAL	\$759,231	\$952,486	\$1,263,394	\$1,240,544	\$1,287,651	\$5,503,306

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	80	50	54	58	62	61
NEW ENROLLMENT HEADCOUNT	75	45	49	53	57	56 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	2	16	21	23	16

## Attachment 2

### Summary of Background Information

Bachelor of Arts/Bachelor of Science in Mass Communication  
University of North Alabama

**Role:** The University of North Alabama is approved to offer academic programs at the baccalaureate degree level. Approval of this program will extend this role to the Academic Subdivision, "Communication and Related Technologies."

**Objectives:** The proposed program was designed to support and deliver quality coursework in mass communication giving students a broad background to enter the diverse workplace of private industry, entrepreneurship and independent contracting.

The proposal provided the following information about the program:

Mass Communication is the academic study of various means by which individuals or entities relay information to large segments of the population via mass media. The mission of the Mass Communication program will be to prepare students for professional careers in the public, private, or government communication media and to assume communications leadership roles in these organizations. A cornerstone in this mission will be to train students to gather, evaluate, and convey information. The program will value hands-on learning as well as theoretical learning, all grounded in ethical decision-making to reflect the importance of a free press and the free flow of information in a democratic society.

According to the proposal, the following program objectives are from the accreditation requirements of the Accrediting Council for Education in Journalism and Mass Communication. Upon program completion student will:

- understand and apply the principles and laws of freedom of speech and press, including the right to dissent, to monitor and criticize power, and to assemble and petition for redress of grievances;
- demonstrate an understanding of the history and role of professionals and institutions in shaping communications;
- demonstrate an understanding of the diversity of groups in a global society in relationship to communications;
- understand concepts and apply theories in the use and presentation of images and information;
- demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness, and diversity;
- think critically, creatively, and independently;
- conduct research and evaluate information by methods appropriate to the communications professions in which they work;
- write correctly and clearly in forms and styles appropriate for the communications professions, audiences, and purposes they serve;
- critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style, and grammatical correctness;
- apply basic numerical and statistical concepts;
- apply tools and technologies appropriate for the communications professions in which they work.

**Outcomes Assessment:** According to UNA, most student learning outcome assessment methods for the proposed program in Mass Communication are embedded in coursework. The program will conduct an annual learning outcomes assessment for internal assessment and to ensure

degree program compliance with the accrediting standards of the Association for Education in Journalism and Mass Communication. A required senior portfolio provides an opportunity for students to prepare for entry into the workforce and for the department to have a unified class forum where student learning is assessed.

Meeting the learning objectives of the Department of Education's recognized accrediting agency, the Accrediting Council on Education in Journalism and Mass Communication (ACEJMC), is a primary requirement for program accreditation. ACEJMC requires specific demonstration of learning objective competence. This degree program has been developed to ensure compliance with the accrediting council. Within each degree area, students will complete a specific series of courses that contribute to meeting the learning outcomes. The proposed program's educational philosophy stresses a core curriculum that also contributes to meeting the learning objectives identified by ACEJMC.

**Administration:** The program will be administered by Dr. Vagn Hansen, School of Arts and Sciences.

#### **Review of Proposal by Persons External to Institution:**

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were review by the Chief Academic Officers (CAO). A total of two institutional responses were received. One institution stated, "The proposed program does not impact any of our programs and we will be supportive of UNA's effort." The other institution expressed their support of the proposed program and stated, "If program collaboration is practical, we would be willing to discuss any possibilities."

**Accreditation:** The proposal stated that the institution will pursue accreditation three to four years after implementation. The Accrediting Council on Education in Journalism and Mass Communication is the USDE recognized accrediting agency.

#### **Curriculum:**

Program Completion Requirements:

- Credit hours required in major: 41 semester hours sh
- Credit hours required in minor: 18-25 sh
- Credit hours in institutional general education curriculum: 44 sh
- Credit hours in required or free electives: 18-25 sh
- Total credit hours required for completion: 128 sh

Students in the Mass Communication degree program will select a study option within the mass communication degree area. The options include Print/Online Journalism, Broadcast Journalism, Integrated Communications, Radio-Television and Interactive Media, and Media Studies. Each option area will require the student to complete the degree core of 18-20 hours and an additional 21 credit hours in the option area. A minimum of 41 credit hours in the major are required for graduation with a mass communication degree.

Students will be required to complete 80 hours of coursework from outside of the Department of Communications; at least 65 hours of the 80 hours of coursework must be completed in liberal arts and sciences coursework.

Each student enrolled in the program will be required to complete an internship or independent study (COM 495) for a minimum of one hour of credit and a maximum of three hours of credit. The internship/independent study will provide practical experience or applied research opportunities. This experience will develop student competencies in applied areas of study and skill development. Students will develop career professionalism, self-reliance and also establish contacts that may lead to future employment.

Mass Communication majors will be required to complete a capstone Senior Portfolio course (one hour of credit) to prepare for career entry. The course will be used in assessment of student learning.

Students will complete and pass a grammar competency examination, prior to earning more than 24 credit hours in the mass communication program and prior to moving into advanced courses. Transfer students must pass the grammar exam prior to completing 15 credit hours in the mass communication degree program.

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

- COM 205 Communication in a Global Age—3 sh
- COM 260 Communications Practicum—1 sh
- COM 303 Communication Research—3 sh
- COM 326 Broadcast News Writing and Producing—3 sh
- COM 455 Media History—3 sh
- COM 480 Global Media Systems—3 sh

**Collaboration:** According to the institution, UNA expects to collaborate with two-year institutions to assist those students in completing a degree in mass communication in a timely manner. The proposed program and course revisions will likely facilitate an easier transfer process between the state's two-year and four-year institutions.

**Distance Education:** According to the proposal, almost 100 percent of the general education courses are available online. Additionally, within approximately three years after the proposed program is implemented, the institution expects to have the following courses available for online completion: COM 205 Communication in a Global Age, COM 314 Communication Theory, COM 230 Foundations of Public Relations, COM 293 Scriptwriting Fundamentals, and COM 455/555 Media History. These courses constitute 15 credit hours that could be completed by a student in any of the five emphasis areas.

**Admissions:** Any student accepted into UNA will be eligible to declare a major in Mass Communication. All students will be required to complete COM 205 Communication in a Global Age with a minimum grade of "C" to qualify to take additional courses in the proposed program.

**Need:** There is a PhD program in Communication and Information Sciences in the Commission's Academic Program Inventory listed at CIP 09.0102 at the University of Alabama. Baccalaureate programs listed at CIP 09.0101 in the Academic Program Inventory can be found at the following institutions: the University of Alabama (Communication Studies); the University of Alabama at Birmingham (Communication Studies); Alabama State University (Communications); Auburn University at Montgomery (Communications, General), and the University of South Alabama (Communications, General).

According to UNA, the proposed program represents a redirection of existing study options presently offered through an existing program in Communication Arts. Students graduating from the existing program at UNA have found regular employment in the immediate community, the north/northwest region, the state, and adjacent states in the Southeastern Regional Education Board (SREB) area. The proposed program represents a realignment of existing coursework, a focus on improving existing teaching, and the addition of new skills to produce graduates that are better able to find employment. Many students will seek traditional media jobs, but this new degree program will work to produce graduates who are more entrepreneurial, less tied to traditional definitions of what is communication work, and more flexible about what kinds of work they actually do. Additionally, students completing the proposed program will be employed in areas beyond mass communication and journalism. The degree requirements are intended to produce graduates who are capable writers and thinkers, and knowledgeable of technology—computer technology and web/Internet/communication convergence technology.

Projected Job Openings\*

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local**	1665	1665	1665	1665	1665	<u>8325</u>
State	2728	2728	2728	2728	2728	<u>13640</u>
SREB***	4548	4548	4548	4548	4548	<u>22740</u>
Nation	51640	51640	51640	51640	51640	<u>258200</u>

According to the proposal, six occupational categories were identified as occupational areas where students with a bachelor's degree in mass communication might find entry employment. These categories include: Management Occupations; Life, Physical, and Social Science Occupations; Community and Social Services Occupations; Arts, Design, Entertainment, Sports, and Media Occupations; Sales and Related Occupations; and Office and Administrative Support Occupations. Replacement jobs and growth jobs were identified, using publicly available state and federal data, for the period 2006 - 2016. A yearly average was calculated from the ten-year data. This number is shown as the Projected Job Openings for Years 1 – 5.

The proposal also stated that employment data was reviewed from federal and state labor agencies. The Bureau of Labor Statistics publications, *Career Guide to Industries* and *Occupational Outlook Handbook*, were the information sources for national employment data for Motion Picture and Video Industries; Broadcasting; Internet service providers, Web search portals, and data processing services; News Analysts, Reporters, and Correspondents; Office and Administrative Support Occupations; Sales Occupations; Legal and Social Science Occupations; Computer Systems Design and Related Services; Management, Business, and Financial Occupations; Telecommunications; Arts, Design, Entertainment, Sports, and Media Occupations; and Interviewers.

**Student Demand:** Enrollment data from the previous six years was used to establish first-year and transfer student enrollment averages in the mass communication degree options (journalism, broadcast journalism, public relations and radio-television-film, entertainment media production and entertainment publicity-promotion) in the existing Communication Arts degree program. In spring 2009, there were 231 students enrolled in the mass communication options within the Communication Arts program; the total of all students majoring in the program was 356.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 6  
 Part-time: 0

Current Support Faculty--

Full-time: 4  
 Part-time: 0

Additional qualified faculty to be hired:

Full-time: 1  
Part-time: 2

Current Support Faculty--

Full-time: 0  
Part-time: 0

**Support Staff:** According to the proposal, the Department of Communications employs an experienced administrative assistant capable of answering student questions about curriculum and providing faculty support. There are a total of three faculty/staff personnel employed in the Media Services & Educational Technology Services office to assist with technology needs identification, faculty introduction, and orientation to new technology, and classroom instructional needs. Additionally, UNA's Computer Services Center employs four staff members capable of supporting classroom computer lab needs.

**Equipment/Facilities:** The proposal stated that the Department of Communications operates a 25-workstation computer lab equipped with iMac Desktop computers. The lab was installed two years ago and it includes word processing software, video editing software, web design software, and layout/publication software, and is used for classroom instruction.

There are two sound production suites that are the primary audio/radio production facilities. The production suites come complete with 12-channel mixing boards, audio editing software, and redundant PC computers. The labs are available for classroom instruction and have three analog video cameras with accompanying tripods and lighting instruments available for video production instruction. The department operates a studio television facility complete with two studio cameras, a video switcher, and accompanying video playback options. There will be twelve high-definition, hard drive recorder video cameras, with tripods and support cases, purchased for use beginning in fall 2010.

A second MacIntosh computer lab with 21 computer stations is needed to support course instruction in writing, video editing, and convergence training. With classroom modification to support the lab, and to purchase the hardware and software, UNA anticipates spending \$44,000 for this lab, which will be installed by the start of the spring of 2012 semester.

The Department of Communications is housed in the Communications Building, a structure built in 1939 and last remodeled in 1990. The building contains 13,155 net assignable square feet. Classroom space and faculty offices for the Department of Communications are housed in the building, and the Department of Art maintains a suite of wet-lab film processing rooms. There are five classrooms and two lab classrooms. One of the lab classrooms functions as a computer lab. A proposed second computer lab will be added. No substantial building renovation is needed to install the lab.

**Library:** A library assessment, using the [Collection Assessment Manual](#) of the Network of Alabama Academic Libraries (NAAL), found sufficient library collections to support offering a degree program in mass communication.

**Program Budget:** The proposal projected that a total of \$480,522 in estimated new funds will be required to support the proposed program. A total of \$5,503,306 will be available through internal reallocations, extramural funding, and tuition.

**Attachment 3**

**The University of North Alabama  
 Bachelor of Arts/Bachelor of Science in Mass Communication**

Program Major Core – Courses in the major required of all students, regardless of option:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 205 Communication in a Global Age	3 hrs.
COM 215 Media Writing	3 hrs.
COM 233 Multimedia Communication	1 hr.
COM 303 Research Methodologies in Communication Studies	3 hrs.
COM 314 Communication Theory and the Public Interest	3 hrs.
COM 400 Communications Law and Ethics	3 hrs.
COM 420 Portfolio Preparation	1 hr.
COM 499 Independent Study/Internship	1 hr. to 3 hrs.
Total Core: 18 hrs. to 20 hrs.	

Courses required in Option 1--Print/Online Journalism:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 220 Basic Reporting	3 hrs.
COM 317 Media Convergence	3 hrs.
COM 356 Advanced Reporting	3 hrs.
COM 368 Editing	3 hrs.
COM 370 Feature Writing OR COM 455 Media History	3 hrs.
COM 410 Layout & Design	3 hrs.
COM ____, elective in communications	3 hrs.
Total Emphasis: 21 hours	

Courses required in Option 2--Broadcast Journalism:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 220 Basic Reporting	3 hrs.
COM 243 Aural-Visual Production	3 hrs.
COM 317 Media Convergence	3 hrs.
COM 326 Broadcast News Writing & Producing	3 hrs.
COM 356 Advanced Reporting	3 hrs.
COM ____, elective in communications	3 hrs.
COM ____, elective in communications	3 hrs.
Total Emphasis: 21 hours	

Courses required in Option 3--Integrated Communications:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 220 Basic Reporting	3 hrs.
COM 230 Foundations of Public Relations	3 hrs.
COM 374 Public Relations Cases	3 hrs.
COM 410 Layout & Design	3 hrs.
COM 442 Public Relations Campaigns	3 hrs.
COM ____, elective in communications	3 hrs.
COM ____, elective in communications	3 hrs.
Total Emphasis: 21 hours	

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 18, 2010

Courses required in Option 4--Radio-Television & Interactive Media:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 241 Introduction to Radio Production and Performance	3 hrs.
COM 242 Introduction to Television Production and Performance <i>OR</i> COM 243 Aural-Visual Production	3 hrs.
COM 256 Fundamentals of Electronic Media	3 hrs.
COM 317 Media Convergence	3 hrs.
COM 340 Media Criticism	3 hrs.
COM 470 Media Management	3 hrs.
COM ____, elective in communications	3 hrs.
Total Emphasis: 21 hours	

Courses required in Option 5--Media Studies:

<u>Course Title</u>	<u>Credit</u>
<u>Hours</u>	
COM 256 Fundamentals of Electronic Media	3 hrs.
COM 340 Media Criticism	3 hrs.
COM 455 Media History	3 hrs.
COM 465 Global Media Systems	3 hrs.
COM 3 hr. elective	3 hrs.
COM ____, elective in communications	3 hrs.
COM ____, elective in communications	3 hrs.
Total Emphasis: 21 hours	

**Option: Journalism: Print and Online**  
**Four-Year Curriculum Plan**

<i>Year One: Fall Semester</i>	<i>Year One: Spring Semester</i>	<i>Year One: Summer Semester</i>
EN 111 or EN 120 3 hrs. MA 112 or MA 110 3 hrs. COM 201 3 hrs. HI 101 or HI 201 3 hrs. COM 205 Communications in a Global Age 3 hrs. <b>TOTAL 15 hrs.</b>	EN 112 or EN 121 3 hrs. COM 233 Multimedia Communication 1 hr. PY 201, SO 221, or PS 241 3 hrs. HI 102 or HI 202 3 hrs. CS 110 or CS 120 or CIS 125 3 hrs. TH 210 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Two: Fall Semester</i>	<i>Year Two: Spring Semester</i>	<i>Year Two: Summer Semester</i>
EN 231 or EN 233 3 hrs. Natural Science w/lab 4 hrs. Elective 3 hrs. PY 201, SO 221, or PS 241 3 hrs. COM 215 Media Writing 3 hrs. <b>TOTAL 16 hrs.</b>	EN 232 or EN 234 3 hrs. Natural Science w/lab 4 hrs. COM 220 Basic Reporting 3 hrs. Elective 3 hrs. Electives 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Three: Fall Semester</i>	<i>Year Three: Spring Semester</i>	<i>Year Three: Summer Semester</i>
COM 303 Communications Research 3 hrs. COM 356 Advanced Reporting 3 hrs. Elective 3 hrs. COM Elective 3 hrs. Elective 3 hrs. CAAP Exam 0 hr. <b>TOTAL 15 hrs.</b>	COM 368 Editing 3 hrs. COM 314 Communications Theory 3 hrs. COM 317 Multimedia & Internet Authoring 3 hrs. Elective 3 hrs. Elective 3 hrs. Elective 1 hr. <b>TOTAL 16 hrs.</b>	*COM 499 Internship or Indpt Study 3 hrs.  *May be completed in Fall or Spring Semester. <b>TOTAL 3 hrs.</b>
<i>Year Four: Fall Semester</i>	<i>Year Four: Spring Semester</i>	<i>Year Four: Summer Semester</i>
COM 400 Communications Law & Ethics 3 hrs. COM 370 Feature Writing OR COM 455 Media History 3 hrs. COM 420 Senior Portfolio 1 hr. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 16 hrs.</b>	COM 410 Layout & Design 3 hrs. COM Elective 3 hrs. 300 or 400-level electives 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 15 hrs.</b>	<b>TOTAL 0 hrs.</b>

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**TOTAL 128 hrs.**

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**Option: Journalism: Broadcast**  
**Four-Year Curriculum Plan**

<i>Year One: Fall Semester</i>		<i>Year One: Spring Semester</i>		<i>Year One: Summer Semester</i>	
EN 111 or EN 120	3 hrs.	EN 112 or EN 121	3 hrs.		
MA 112 or MA 110	3 hrs.	COM 233 Multimedia Communication	1 hrs.		
COM 201	3 hrs.	PY 201, SO 221, or PS 241	3 hrs.		
HI 101 or HI 201	3 hrs.	HI 102 or HI 202	3 hrs.		
COM 205 Communications in a Global Age	3 hrs.	CS 110 or CS 120 or CIS 125	3 hrs.		
		TH 210	3 hrs.		
<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>
<i>Year Two: Fall Semester</i>		<i>Year Two: Spring Semester</i>		<i>Year Two: Summer Semester</i>	
EN 231 or EN 233	3 hrs.	EN 232 or EN 234	3 hrs.		
Natural Science w/lab	4 hrs.	Natural Science w/lab	4 hrs.		
Elective	3 hrs.	COM 220 Basic Reporting	3 hrs.		
PY 201, SO 221, or PS 241	3 hrs.	COM 243 Aural & Visual Production	3 hrs.		
COM 215 Media Writing	3 hrs.	Electives	3 hrs.		
<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>
<i>Year Three: Fall Semester</i>		<i>Year Three: Spring Semester</i>		<i>Year Three: Summer Semester</i>	
COM 303 Communications Research	3 hrs.	COM 314 Communications Theory	3 hrs.	*COM 499 Internship or Indpt Study	3 hrs.
COM 326 Broadcast News Writing & Producing	3 hrs.	COM 356 Advanced Reporting	3 hrs.		
Elective	3 hrs.	COM 317 Multimedia & Internet Authoring	3 hrs.		
Major Elective	3 hrs.	Elective	3 hrs.	*May be completed in Fall or Spring Semester.	
Elective	3 hrs.	Elective	3 hrs.		
CAAP Exam	0 hr.	Elective	1 hr.		
<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>3 hrs.</b>
<i>Year Four: Fall Semester</i>		<i>Year Four: Spring Semester</i>		<i>Year Four: Summer Semester</i>	
COM Elective	3 hrs.	COM 400 Communications Law and Ethics	3 hrs.		
COM Elective	3 hrs.	300 or 400 Elective	3 hrs.		
COM 420 Senior Portfolio	1 hr.	300 or 400-level electives	3 hrs.		
300 or 400-level elective	3 hrs.	300 or 400-level elective	3 hrs.		
300 or 400-level elective	3 hrs.	300 or 400-level elective	3 hrs.		
300 or 400-level elective	3 hrs.				
<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>

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**Option: Integrated Communications  
 Four-Year Curriculum Plan**

<i>Year One: Fall Semester</i>	<i>Year One: Spring Semester</i>	<i>Year One: Summer Semester</i>
EN 111 or EN 120 3 hrs. MA 112 or MA 110 3 hrs. COM 201 3 hrs. HI 101 or HI 201 3 hrs. COM 205 Communications in a Global Age 3 hrs. <b>TOTAL 15 hrs.</b>	EN 112 or EN 121 3 hrs. COM 233 Multimedia Communication 1 hr. PY 201, SO 221, or PS 241 3 hrs. HI 102 or HI 202 3 hrs. CS 110 or CS 120 or CIS 125 3 hrs. TH 210 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Two: Fall Semester</i>	<i>Year Two: Spring Semester</i>	<i>Year Two: Summer Semester</i>
EN 231 or EN 233 3 hrs. Natural Science w/lab 4 hrs. Elective 3 hrs. PY 201, SO 221, or PS 241 3 hrs. COM 215 Media Writing 3 hrs. <b>TOTAL 16 hrs.</b>	EN 232 or EN 234 3 hrs. Natural Science w/lab 4 hrs. COM 220 Basic Reporting 3 hrs. COM 230 Intro to Public Relations 3 hrs. Electives 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Three: Fall Semester</i>	<i>Year Three: Spring Semester</i>	<i>Year Three: Summer Semester</i>
COM 303 Communications Research 3 hrs. COM Elective 3 hrs. Elective 3 hrs. Major Elective 3 hrs. Elective 3 hrs. CAAP Exam 0 hr. <b>TOTAL 15 hrs.</b>	COM 374 PR Cases 3 hrs. COM 314 Communications Theory 3 hrs. Elective 3 hrs. Elective 3 hrs. Elective 3 hrs. Elective 1 hr. <b>TOTAL 16 hrs.</b>	*COM 499 Internship or Indpt Study 3 hrs.  *May be completed in Fall or Spring Semester. <b>TOTAL 3 hrs.</b>
<i>Year Four: Fall Semester</i>	<i>Year Four: Spring Semester</i>	<i>Year Four: Summer Semester</i>
COM 400 Communications Law & Ethics 3 hrs. COM 410 Layout and Design 3 hrs. COM 420 Senior Portfolio 1 hr. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 16 hrs.</b>	COM PR Campaigns 3 hrs. COM Elective 3 hrs. 300 or 400-level electives 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 15 hrs.</b>	<b>TOTAL 0 hrs.</b>

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**Option: Radio-Television & Interactive Media**  
**Four-Year Curriculum Plan**

<i>Year One: Fall Semester</i>		<i>Year One: Spring Semester</i>		<i>Year One: Summer Semester</i>	
EN 111 or EN 120	3 hrs.	EN 112 or EN 121	3 hrs.		
MA 112 or MA 110	3 hrs.	COM 233 Multimedia Communication	1 hr.		
COM 201	3 hrs.	PY 201, SO 221, or PS 241	3 hrs.		
HI 101 or HI 201	3 hrs.	HI 102 or HI 202	3 hrs.		
COM 205 Communications in a Global Age	3 hrs.	CS 110 or CS 120 or CIS 125	3 hrs.		
		TH 210	3 hrs.		
<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>
<i>Year Two: Fall Semester</i>		<i>Year Two: Spring Semester</i>		<i>Year Two: Summer Semester</i>	
EN 231 or EN 233	3 hrs.	EN 232 or EN 234	3 hrs.		
Natural Science w/lab	4 hrs.	Natural Science w/lab	4 hrs.		
COM 241 Radio Production	3 hrs.	COM 215 Media Writing	3 hrs.		
		COM 243 Aural & Visual Production			
PY 201, SO 221, or PS 241	3 hrs.	OR COM 242 Video Production	3 hrs.		
COM 256 Fundamentals of Electronic Media	3 hrs.	Electives	3 hrs.		
<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>
<i>Year Three: Fall Semester</i>		<i>Year Three: Spring Semester</i>		<i>Year Three: Summer Semester</i>	
COM 314 Communications Theory	3 hrs.	COM 303 Communications Research	3 hrs.	*COM 499 Internship or Indpt Study	3 hrs.
Elective	3 hrs.	COM 317 Multimedia & Internet Authoring	3 hrs.		
Elective	3 hrs.	COM 340 Media Criticism	3 hrs.	*May be completed in Fall or Spring Semester.	
Elective	3 hrs.	Elective	3 hrs.		
Elective	3 hrs.	Elective	3 hrs.		
CAAP Exam	0 hr.	Elective	1 hr.		
<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>3 hrs.</b>
<i>Year Four: Fall Semester</i>		<i>Year Four: Spring Semester</i>		<i>Year Four: Summer Semester</i>	
COM 400 Communications Law & Ethics	3 hrs.	COM 470 Media Management	3 hrs.		
COM Elective	3 hrs.	300 or 400-level elective	3 hrs.		
COM 420 Senior Portfolio	1 hr.	300 or 400-level elective	3 hrs.		
300 or 400-level elective	3 hrs.	300 or 400-level elective	3 hrs.		
300 or 400-level elective	3 hrs.	300 or 400-level elective	3 hrs.		
300 or 400-level elective	3 hrs.				
<b>TOTAL</b>	<b>16 hrs.</b>	<b>TOTAL</b>	<b>15 hrs.</b>	<b>TOTAL</b>	<b>0 hrs.</b>

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**TOTAL 128 hrs.**

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**Option: Media Studies**  
**Four Year Curriculum Plan**

<i>Year One: Fall Semester</i>	<i>Year One: Spring Semester</i>	<i>Year One: Summer Semester</i>
EN 111 or EN 120 3 hrs. MA 112 or MA 110 3 hrs. COM 201 3 hrs. HI 101 or HI 201 3 hrs. COM 205 Communications in a Global Age 3 hrs. <b>TOTAL 15 hrs.</b>	EN 112 or EN 121 3 hrs. COM 233 Multimedia Communication 1 hr. PY 201, SO 221, or PS 241 3 hrs. HI 102 or HI 202 3 hrs. CS 110 or CS 120 or CIS 125 3 hrs. TH 210 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Two: Fall Semester</i>	<i>Year Two: Spring Semester</i>	<i>Year Two: Summer Semester</i>
EN 231 or EN 233 3 hrs. Natural Science w/lab 4 hrs. Elective 3 hrs. PY 201, SO 221, or PS 241 3 hrs. COM 256 Fundamentals of Electronic Media 3 hrs. <b>TOTAL 16 hrs.</b>	EN 232 or EN 234 3 hrs. Natural Science w/lab 4 hrs. COM 215 Media Writing 3 hrs. COM 280 Global Media 3 hrs. Elective 3 hrs. <b>TOTAL 16 hrs.</b>	<b>TOTAL 0 hrs.</b>
<i>Year Three: Fall Semester</i>	<i>Year Three: Spring Semester</i>	<i>Year Three: Summer Semester</i>
COM 303 Communications Research 3 hrs. COM Elective 3 hrs. Elective 3 hrs. Major Elective 3 hrs. Elective 3 hrs. CAAP Exam 0 hr. <b>TOTAL 15 hrs.</b>	COM 314 Communications Theory 3 hrs. Elective 3 hrs. COM 340 Media Criticism 3 hrs. Elective 3 hrs. Elective 3 hrs. Elective 1 hr. <b>TOTAL 16 hrs.</b>	*COM 499 Internship or Indpt Study 3 hrs.  *May be completed in Fall or Spring Semester. <b>TOTAL 3 hrs.</b>
<i>Year Four: Fall Semester</i>	<i>Year Four: Spring Semester</i>	<i>Year Four: Summer Semester</i>
COM 400 Communications Law & Ethics 3 hrs. COM 455 Media History 3 hrs. 1 hr. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 16 hrs.</b>	COM Elective 3 hrs. COM Elective 3 hrs. COM 420 Senior Portfolio 3 hrs. 300 or 400-level elective 3 hrs. 300 or 400-level elective 3 hrs. <b>TOTAL 15 hrs.</b>	<b>TOTAL 0 hrs.</b>

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**TOTAL 128 hrs.**

Students may complete six hours of foreign language at the intermediate level to earn a B.A. degree.

DECISION ITEM B-9: The University of North Alabama, Bachelor of Arts/Bachelor of Science in Entertainment Industry (CIP 50.1001)

### **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 was designed to support and deliver quality coursework in the entertainment industry, giving students a broad background to enter private industry, entrepreneurship, and independent contracting.

**Role:** The proposed program is within the instructional role for the University of North Alabama (UNA).

**Mode of Delivery:** According to the proposal, almost 100 percent of the general education courses are available online. Additionally, within the first two years of program implementation, at least one core course and one elective course within the program will be developed using distance education and blended instruction.

**Similar Programs:** There are no similar programs listed in the Academic Program Inventory. However, Alabama State University (ASU), located approximately 200 miles from the University of North Alabama's campus, offers an option in recording industry.

**Collaboration:** According to the institution, UNA has existing options related to the program. As a result, UNA has sufficient courses, faculty, and resources to carry out the proposed program without involving outside sources.

**Resources:** The proposal projected that a total of \$244,223 in estimated new funds will be required to support the proposed program. A total of \$3,309,130 will be available through internal reallocations, extramural funding, and tuition.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. This program will not duplicate any other program in the state.
2. UNA has long existing options related to the program that will serve as the basis of the new program.
3. The proposed program will offer a broader approach to studies in entertainment and the music industry that will prepare graduates for current employment opportunities and use university resources more efficiently.

DECISION ITEM B-9: The University of North Alabama, Bachelor of Arts/Bachelor of Science in Entertainment Industry (CIP 50.1001)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts (BA)/Bachelor of Science (BS) in Entertainment Industry.

The program will have two concentrations, Entertainment Technology and Entertainment Business. Consistent with Commission policy and operational definitions, these concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program with concentrations will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2010. Based on Commission policy, the proposed program must be implemented by June 18, 2012, 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 2010-11, will be at least 29, based on the proposal.
2. That the annual average number of graduates for the period 2010-13 through 2014-15 (five-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or 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.

The University of North Alabama (UNA) 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, 2015.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of North Alabama program proposal, dated February 25, 2010. 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	University of North Alabama
PROGRAM	Bachelor of Arts/Bachelor of Science in Entertainment Industry

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$3600	\$58,843	\$62,157	\$65,671	\$190,271
LIBRARY	\$0	\$0	\$0	\$0	\$1000	\$1000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$10,000	\$7,500	\$0	\$17,500
STAFF	\$0	\$0	\$0	\$17,210	\$18,242	\$35,452
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$3600	\$68,843	\$86,867	\$84,913	\$244,223

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$287,906	\$296,543	\$305,439	\$314,602	\$324,040	\$1,528,530
EXTRAMURAL	\$75,000	\$75,000	\$80,000	\$85,000	\$85,000	\$400,000
TUITION	\$86,840	\$187,200	\$252,200	\$382,200	\$472,160	\$1,380,600
TOTAL	\$449,746	\$558,743	\$637,639	\$781,802	\$881,200	\$3,309,130

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	42*	77*	63	72	86	68
NEW ENROLLMENT HEADCOUNT	10	20	25	40	50	29 5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	8	10	11	11	12	10

\*Total headcount enrollment in the first two years includes 32 students transferring from other programs.

## Attachment 2

### Summary of Background Information

Bachelor of Arts/Bachelor of Science in Entertainment Industry  
University of North Alabama

**Role:** The proposed program is within the instructional role for the University of North Alabama (UNA).

**Objectives:** The proposed degree program was designed to support and deliver quality coursework in entertainment industry giving students a broad background to enter the diverse workplace of private industry, entrepreneurship and independent contracting. There will be two concentrations, Entertainment Business (EB) and Entertainment Technology (ET).

Student Learning Outcomes – Students will demonstrate the ability to:

- Perform in the entertainment workplace through a senior internship experience. (EB & ET)
  - *Assessment - Employer evaluations and student journals.*
- Integrate Musical Instrument Digital Interface (MIDI) technology in the production of popular music. (ET)
  - *Assessment - Embedded in class. Projects from ENT 430.*
- Record, edit and mix multiple forms of popular music using Digital Audio Workstations (DAWS). (ET)
  - *Assessment-Embedded in class. Projects from ENT 425.*

To prepare students to communicate effectively as an entertainment industry professional.

Student Learning Outcomes - Students will demonstrate the ability to:

- Communicate effectively in written and oral forms. (EB & ET)
  - *Assessment - Embedded in classes. Writing assignment in ENT 470W, Oral presentations in ENT 426, ENT 435 and ENT 470W.*
- Prepare a marketing plan for an entertainment business entity or artist. (EB)
  - *Assessment - Embedded in classes. Questions from exams or projects from ENT 329 and ENT 345.*

To prepare students for leadership in the entertainment industry and the ability to work effectively in teams.

Student Learning Outcomes - Students will demonstrate the ability to:

- Prepare a leadership development plan and display skills consistent with effective teamwork. (EB & ET)
  - *Assessment - Embedded in classes. Leadership Development Plans from ENT 480. Team projects from ENT 325, ENT 426 and ENT 470W.*
- Produce an audio recording session using industry-standard professional equipment, both analog and digital. (ET)
  - *Assessment-Embedded in class. Projects from ENT 335 and ENT 425.*

**Administration:** The program will be administered by Dr. Vagn Hansen, Dean of the School of Arts and Sciences.

**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). Only one institutional response was received. UNA provided feedback in response to the institution's concerns.

**Accreditation:** There is currently no accrediting agency for this discipline.

**Curriculum:** Students will have the option of choosing from two concentrations in the program, Entertainment Business and Entertainment Technology.

**Program Completion Requirements:**

Credit hours required in major: 36 semester hours (sh)

Credit hours required in minor: 18-25 (sh)

Credit hours in institutional general education or core curriculum: 44 (sh)

Credit hours in required or free electives: 23-30 (sh)

Total credit hours required for completion: 128 (sh)

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

ENT 345 Artist Management and Touring 3 (sh)

ENT 492 Singing River Records 1-3 (sh)

**Collaboration:** According to the institution, UNA has existing options related to the program. As a result, UNA has sufficient courses, faculty, and resources to carry out the proposed program without involving outside sources.

**Distance Education:** According to the proposal, almost 100 percent of the general education courses are available online. Additionally, within the first two years of program implementation, at least one core course and one elective course within the program will be developed using distance education and blended instruction.

**Admissions:** According to the proposal, any student accepted into UNA is eligible to declare a major in Entertainment Industry.

**Need:** The primary purpose of the new degree program is to prepare graduates for employment in the entertainment industry. However, some graduates from the existing programs have chosen to be independent contractors and pursue artistic or entrepreneurial pursuits. This includes such careers as songwriters, recording artists, record producers, musicians, and studio owners. While these are valid career choices, they are largely not measurable, since these individuals would be independent contractors and self-employed small business owners. This is particularly consistent with the local entertainment industry history of the Muscle Shoals area. The University of North Alabama has a history of producing successful graduates who are songwriters, producers, recording artists, and recording engineers. Also, a small number of graduates use their training in church ministry, given the current media production orientation of worship services.

According to the proposal, the U.S. Department of Labor Statistics states that wage and salary jobs in arts, entertainment, and recreation are projected to grow about 31 percent over the 2006-16 period. Further, the overall employment of broadcast and sound engineering technicians and radio operators is expected to grow 17 percent over the same period. The Alabama Department of Industrial Relations lists a 16 percent growth in the occupational group Arts, Design, Entertainment, Sports and Media for the period 2001-14, with the annual growth rate being 1.5 percent.

Using the more conservative numbers from the state of Alabama, the annual average job openings are listed as 875. An annual growth of 1.5 percent was applied to these figures for

each of the five years. Similarly, the Southern Regional Education Board (SREB) numbers were multiplied by 13, using the same formula, and the national figures were multiplied by 50. The local numbers were determined using the state totals divided by 67 representing the number of counties in Alabama, then multiplying by 2 to represent Lauderdale and Colbert counties, the local region of the University of North Alabama.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	26	27	27	27	28	135
State	875	888	901	915	929	4508
SREB	11,375	11,546	11,719	11,895	12,073	58,608
Nation	43,750	44,406	45,072	45,748	46,435	225,411

**Student Demand:** The enrollment data from recent years in the options that have been merged into the proposed Entertainment Industry program have been used. These options include Commercial Music, Entertainment industry Management, Entertainment Media Production, and Entertainment Publicity-Promotion.

**Pertinent Data:**

- Average incoming students per year in all four existing options - 50
- Average number of graduates per year - 26
- Overall retention - 50%
- Number of majors spring 2009 - 160

Calculations below are based on enrolling 20 percent of the average number of new students the first year, increasing by 20 percent subsequent years to 100 percent by the fifth year. UNA stated that these are conservative projections, taking into consideration that it will take a few years to establish the new program. It is also assumed that for the first two years, 20 percent per year of the existing majors will change to the new program. Additionally, retention is calculated on 60 percent the first year and 50 percent in subsequent years.

Year	New Students	Change of Major	Retained	Total
1	10 (20% of avg)	32 (20%)	0	= 42
2	20 (40% of avg)	32 (20%)	25 (42 X .6)	= 77
3	25 (50% of avg)	0	38 (77 X .5)	= 63
4	40 (80% of avg)	0	32 (63 X .5)	= 72
5	50 (100% of avg)	0	36 (72 X .5)	= 86

**Resources:**

**Faculty/Staff:**

Primary Faculty --  
 Full-time: 2  
 Part-time: 1

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

Additional qualified faculty to be hired:  
 Full-time: 1  
 Part-time: 1

Support Faculty--

Full-time: 0

Part-time: 0

**Support Staff:** According to the proposal, the department currently has a half-time administrative assistant and one part-time student worker. With growth it is anticipated that a full-time administrative assistant and one more part-time student worker will be needed.

**Equipment:** The Department of Recording Industry Studio is a fully equipped recording studio available to all students having completed ENT 335, Survey of Audio Recording. The studio features the latest version of Digidesign's ProTools and Steinberg's Cubase, a multi-stationed MIDI lab with full sampling and editing capabilities, and analog recording gear as well as a collection of microphones and outboard gear.

The University of North Alabama entered into a partnership with Noiseblock Studios in January 2007. This partnership allows for a certain number of recording studio hours per week for advanced students in the current entertainment industry options. The state of the art facility, located just two blocks from campus, was recently completed. The creative partner at Noiseblock is producer songwriter Gary Baker and his business partner is Heath Colcock. They have built the studio for their own projects and view the partnership with the university as an opportunity to give back to young creative talent through the sharing of unused time at the studio. The partnership allows the university to capture the time at a fraction of the market value.

**Facilities:** The proposal stated that the existing facilities and lease agreement will be adequate for the near future and reasonable growth.

**Library:** UNA's collection supporting a bachelor's degree in Entertainment Industry is assessed at the ALA level 3b, advanced study or instructional support level. In addition to the types of materials listed for level 3a, level 3b is defined as providing a wider range of basic monographs and stronger journal periodical support. This means the collection is adequate to support term paper writing at the undergraduate level.

Through print, microform, and electronic formats, the libraries provide strong holdings that are capable of supporting undergraduate-level work in most of the major areas of entertainment industry studies. *The MEIEA Journal* is one resource specific to the discipline that is needed to strengthen the collection. In addition, current levels of funding should be increased to keep pace with increasing costs of resources, particularly related to the continued movement towards electronic resources and their increasing costs.

**Program Budget:** The proposal projected that a total of \$244,223 in estimated new funds will be required to support the proposed program. A total of \$3,309,130 will be available through internal reallocations, extramural funding, and tuition.

**Attachment 3**  
**Bachelor of Arts/Bachelor of Science in Entertainment Industry**

**Program Core - Courses in the major required for all students, regardless of option**

Course Title	Credit Hours
ENT 225 Survey of the Music Industry	3
ENT 235 Audio in a Multimedia Environment	3
ENT 435 History of Recorded Music	3
ENT 470W Entertainment Law	3
ENT 480 Senior Seminar	3
ENT 495 Internship	3
Total Core: 18 hours	

**Courses required for Option 1: Entertainment Business**

Course Title	Credit Hours
ENT 325 Music Publishing	3
ENT 329 Record Company Operations	3
ENT 345 Artist Management and Touring	3
Choose three courses from:	
ENT 300 Songwriting and Analysis	3
ENT 335 Survey of Audio Recording	3
ENT 426 Production	3
ENT 490 Special Topics	3
ENT 492 Singing River Records	3
MG 391 Entrepreneurship	3
MK 395 Entrepreneurial Marketing	3
MK 487 Electronic Marketing	3
Total Option: 18 hours	

**Courses required for Option 2: Entertainment Technology**

Course Title	Credit Hours
ENT 335 Survey of Audio Recording	3
ENT 425 Recording Techniques	3
ENT 430 Music Technology (MIDI)	3
Choose three courses from:	
ENT 300 Songwriting and Analysis	3
ENT 426 Production	3
ENT 490 Special Topics	3
ENT 492 Singing River Records	3
COM 240 Intro to RTF Production	3
COM 430 Advanced RTF Production I	3
COM 460 Advanced RTF Production II	3
TH 350 Lighting Design	3
Total Option: 18 hours	

**ENTERTAINMENT TECHNOLOGY Concentration**

*Freshman*

EN 111	(3)	EN 112	(3)
HI 101 or 201	(3)	HI 102 or 202	(3)
Science	(4)	COM 201	(3)
ENT 225	(3)	Humanities	(3)
Social Science	(3)	Social Science	(3)
		General Elective (3)	
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>18</b>

*Sophomore*

EN 231	(3)	EN 232	(3)
MA 110	(3)	Science	(4)
Minor	(3)	CIS 125	(3)
ENT 235	(3)	Minor	(3)
Gen Elect or Minor	(6)	ENT 335	(3)
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>16</b>

*Junior*

ENT 425	(3)	Major Elective	(3)
Minor	(3)	Minor	(3)
Gen Elect or Minor	(6)	ENT 480	(3)
Major Elective	(3)	Gen Elect or Minor	(6)
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>15</b>

*Senior*

ENT 430	(3)	ENT 495	(3)
Major Elective	(3)	ENT 470	(3)
Minor	(3)	Minor	(3)
ENT 435	(3)	Gen Elect or Minor	(6)
Gen Elective	(3)		
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>15</b>

**ENTERTAINMENT BUSINESS Concentration**

*Freshman*

EN 111	(3)	EN 112	(3)
HI 101 or 201	(3)	HI 102 or 202	(3)
Science	(4)	COM 201	(3)
ENT 225	(3)	Humanities	(3)
Social Science	(3)	Social Science	(3)
		General Elective	(3)
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>18</b>

*Sophomore*

EN 231	(3)	EN 232	(3)
MA 110	(3)	Science	(4)
Minor	(3)	CIS 125	(3)
ENT 235	(3)	Minor	(3)
Gen Elect or Minor	(6)	General Elective	(3)
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>16</b>

*Junior*

ENT 325	(3)	ENT 329	(3)
Major Elective	(3)	ENT 345	(3)
Minor	(3)	Major Elective	(3)
General Elective	(6)	Minor	(3)
		General Elective	(6)
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>18</b>

*Senior*

ENT 480	(3)	ENT 495	(3)
ENT 435	(3)	ENT 470	(3)
Minor	(3)	Minor	(3)
Major Elective	(3)	General Elective	(3)
Gen Elective	(3)		
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>12</b>

DECISION ITEM C-1: The University of Alabama at Birmingham, Addition of a Concentration in Internal Auditing to the Existing MAcct in Accounting (CIP 52.0301)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the addition of a concentration in internal auditing in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require a total of 30 semester hours.
- According to UAB, the concentration is being proposed to (1) meet the needs of students who desire to become internal audit professionals and sit for the Certified Internal Auditor exam, and (2) to satisfy the demand for internal auditors by publicly held companies, CPA firms that offer outsourced internal audit services, and government entities, and other organizations that employ graduates in several different types of internal audit positions, such as the Inspector General offices of many federal government agencies.

**DECISION ITEM C-1:** The University of Alabama at Birmingham, Addition of a Concentration in Internal Auditing to the Existing MAcct in Accounting (CIP 52.0301)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham (UAB) currently has the Master of Accounting (MAcct) in Accounting at CIP 52.0301 in the Academic Program Inventory. UAB proposes the addition of a concentration in Internal Auditing to the existing program.

The program with the proposed concentration will require the following:

Program Core	21 sh
Proposed Concentration	9 sh
Total	30 sh

The proposed concentration will require courses such as Business Law for Accountants, Governmental and Not-for-Profit Accounting, Advanced Financial Accounting and Tax Entities.

The concentration is being proposed to (1) meet the needs of students who desire to become internal audit professionals and sit for the Certified Internal Auditor exam, and (2) to satisfy the demand for internal auditors by publicly held companies, CPA firms that offer outsourced internal audit services, and government entities, and other organizations that employ graduates in several different types of internal audit positions, such as the Inspector General offices of many federal government agencies.

According to the proposal, UAB currently has an adequate number of faculty with internal auditing experience and expertise to support the projected demand for the internal auditing concentration so no new resources will be required.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration 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: The University of Alabama at Birmingham, Addition of a Concentration in Human Services to the Existing BSEd in Health Education (CIP 13.1307)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the addition of a concentration in Human Services in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require a total of 120 semester hours.
- According to the institution, the goal of the proposed concentration is to increase opportunities for professional studies in Human Services which is broadly defined as "uniquely approaching the objective of meeting human needs through an interdisciplinary knowledge base, focusing on prevention as well as remediation of problems and maintaining a commitment to improving the overall quality of life of service populations."

**DECISION ITEM C-2:** The University of Alabama at Birmingham, Addition of a Concentration in Human Services to the Existing BSEd in Health Education (CIP 13.1307)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Science (BSEd) in Health Education at CIP 13.1307 in the Academic Program Inventory. UAB proposes the addition of a concentration in Human Services to the existing program.

The program with the proposed concentration will require a total of 120 semester hours (sh):

General Education	41 sh
Program Core	39 sh
Proposed concentration	40 sh
Total	120 sh

The proposed concentration will require courses such as Management Process and Behavior, Communication Skills in Human Services, Grant Writing in Human Services, and Leadership in Non-Profit Administration.

According to UAB, graduates with the proposed concentration can expect to find employment in such settings as programs serving elderly, mentally impaired, and developmentally disabled; adult day care services; and state and local government programs serving these populations.

Officials at UAB state that courses for the proposed concentration are already in place, with current faculty members available with the expertise to teach in this area. Therefore, no additional resources will be required for the program.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration 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: The University of Alabama at Birmingham, Addition of a Track in Advanced Safety Engineering and Management to the Existing MEng in Engineering (CIP 14.0101)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the addition of a track in advanced safety engineering and management in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed track will require a total of 33 semester hours.
- According to the institution, the proposed track with the degree program is a terminal degree aimed at advancing the adult learner's technical competencies while introducing business skills needed for the professional to move to management and leadership positions in their careers.

**DECISION ITEM C-3:** The University of Alabama at Birmingham, Addition of a Track in Advanced Safety Engineering and Management to the Existing MEng in Engineering (CIP 14.0101)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham (UAB) currently has the Master of Engineering (MEng) in Engineering at CIP 14.0101 in the Academic Program Inventory. UAB proposes the addition of a track in Advanced Safety Engineering and Management to the existing program.

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

Program Core	9 sh
Proposed track	24 sh
Total	33 sh

The proposed track will offer courses such as Introduction to System Safety, Hazard Analysis, Risk Assessment and Reduction, Human Performance and Engineering Design, and Ethical Leadership and Safe Business Practices.

According to the proposal, occupational health and safety professionals are employed in private industry and all levels of government to prevent injuries to workers, property, the environment, and the general public.

Additional information received from UAB officials state that the School of Engineering has received external funding (through a gift) to use for start-up costs and development of online courses. Once the program is implemented, it will be self-supporting based on tuition and fees generated through enrollment.

Consistent with Commission policy and operational definitions, the track will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

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-4: The University of Alabama in Huntsville, Addition of a Specialization in Industrial/Organizational Psychology to the Existing MA in Psychology (CIP 42.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the addition of a specialization in industrial/organizational psychology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed specialization will require a total of 30 semester hours.
- According to the institution, industrial/organizational psychology is a growing sub-discipline in psychology, and graduates of such programs are in demand in the workforce at a national level.
- This additional specialization will not require any additional faculty or other resources.

**DECISION ITEM C-4:** The University of Alabama in Huntsville, Addition of a Specialization in Industrial/Organizational Psychology to the Existing MA in Psychology (CIP 42.0101)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama in Huntsville (UAH) currently has the Master of Arts (MA) in Psychology at CIP 42.0101 in the Academic Program Inventory. UAH proposes the addition of a specialization in Industrial/Organizational Psychology to the existing program.

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

Program Core	18 sh
Proposed specialization	12 sh
Total	30 sh

The proposed specialization will offer courses such as Psychometrics, Ethics in Counseling, Research, and the Profession, Employee Staffing and Development and Organizational Theory.

According to UAH, industrial/organizational psychology is a growing sub-discipline in psychology, and graduates of such programs are in demand in the workforce at a national level. This additional specialization will not require any additional faculty or other resources.

Consistent with Commission policy and operational definitions, the specialization will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed specialization 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.

**WITHDRAWN**

DECISION ITEM C-5: Lurleen B. Wallace Community College, Addition of an Option in Avionics to the Existing AAS in Industrial Electronics Technology (CIP 47.0105)

**Intentionally blank**

DECISION ITEM C-6: Wallace State Community College (Dothan), Addition of an Option in Nuclear Technology to the Existing AAS in Industrial Maintenance Technology (CIP 47.0303)

**EXECUTIVE SUMMARY**

**Reason for Action:** Wallace State Community College (Dothan) has requested an addition of an option in nuclear technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The proposed option with the program will require a total of 70-74 semester hours.
- According to the institution, the request for the proposed option is based upon (1) industry request and support, (2) approval and support of Advisory Committee Members, and (3) the need to stay abreast of current energy technologies. In addition, an examination of employment trends indicates a severe shortage in the number of trained technicians that will be available in the next five years for the nuclear power industry due to retirement coupled with a growing demand fueled by population and the economy.

**DECISION ITEM C-6:** Wallace State Community College (Dothan), Addition of an Option in Nuclear Technology to the Existing AAS in Industrial Maintenance Technology (CIP 47.0303)

**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:** Wallace State Community College (Dothan) (WSD) currently has the Associate in Applied Science (AAS) in Industrial Maintenance Technology at CIP 47.0303 in the Academic Program Inventory. WSD proposes the addition of an option in Nuclear Technology to the existing program.

The program with the proposed option will require a total of 70-74 semester hours (sh):

General Education Core	22 sh
Technical Core	36-40 sh
Proposed Option	12 sh
Total	70-74 sh

Courses in the option will include: Radiation Protection and Detection, Reactor Plant Construction and General Design Criteria, and Nuclear Plan Systems I and II. Because of the employment regulations of a nuclear power plant, students have the option of taking two courses that are 2 sh each in Nuclear Cooperative Education.

A total of \$411,000 in new funds will be needed for the program with the option in the first five years, and a total of \$476,560 will be available through tuition, extramural funds, and internal allocation.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

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-7: Calhoun Community College, Addition of an Option in Networking Technology to the Associate in Applied Science in Computer Science (CIP 11.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** Calhoun Community College (CAL) has requested the addition of an option in networking technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 67 semester hours.
- An examination of enrollment trends at CAL revealed a need to realign selected programs of study for purposes of maximizing viability, promoting student outcomes, and providing multi-skill variances to meet employer demands.

**DECISION ITEM C-7:** Calhoun Community College, Addition of an Option in Networking Technology to the Associate in Applied Science in Computer Science (CIP 11.0101)

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

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

Background: Calhoun Community College (CAL) currently has the Associate in Applied Science (AAS) in Computer Science at CIP 11.0101 in the Commission's Academic Program Inventory. CAL has proposed the addition of an option in Networking Technology to the existing program.

The AAS program with the proposed concentration will require a total of 67 semester hours (sh):

General Education Core	13 sh
Program Core	27 sh
Option	27 sh
Total	67 sh

Courses included in the proposed option are: Visual Basic; CISCO II, III, and IV; Network Infrastructure Design; Network Security; and Wireless Networking.

According to CAL representatives and the staff at Alabama Department of Postsecondary Education (ADPE), the proposed option came as the result of an examination of enrollment trends at CAL. The option has been proposed in response to a need to realign the program of study for purposes of maximizing viability, promoting student outcomes, and providing multi-skill variances to meet employer demands. The option will not require the addition of faculty, equipment, or new facilities.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

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. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution through ADPE. Available upon request.

DECISION ITEM C-8: The University of North Alabama, Alteration of the BGS in General Studies (CIP 24.0102)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of North Alabama (UNA) has requested alteration of the Bachelor of General Studies (BGS) in General Studies in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

The alteration will include modification of the curriculum, as well as changes in CIP code, program name and degree nomenclature, as noted below:

CIP 24.0102, CIP 30.9999, General Studies Interdisciplinary Studies, Bachelor of General Studies (BGS) Bachelor of Interdisciplinary Studies (BIS)

**Factors for Consideration:**

- The revised curriculum, like that of the BGS program, will require 128 semester hours.
- Also like the BGS program, the altered program will have two options, one a multidisciplinary emphasis and the other related to applied entrepreneurial studies.
- Like the existing program, the altered program will serve students who are seeking the opportunity to design a program to suit their education or employment needs, non-traditional students who are returning to college, and students who are unable to continue in their current academic major.
- No additional sources will be required for the alteration. The altered program will make use of existing curriculum in established academic programs. Only two new required courses will be added: Introduction to Interdisciplinary Studies and Independent Study Practicum.
- According to material provided by UNA, the new program name and degree nomenclature will more accurately reflect the coordinated interdisciplinary nature of the program.

**DECISION ITEM C-8:** The University of North Alabama, Alteration of the BGS in General Studies (CIP 24.0102)

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

**Staff Recommendation:** That the Commission approve the proposed changes as reasonable alteration of an existing program.

**Background:** The University of North Alabama (UNA) has requested alteration of the Bachelor of General Studies (BGS) in General Studies in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs." The alteration will include a change in CIP code, program name and degree nomenclature, as noted below:

CIP 24.0102, CIP 30.9999, General Studies Interdisciplinary Studies, Bachelor of General Studies (BGS) Bachelor of Interdisciplinary Studies (BIS)

The revised curriculum, like that of the BGS program, will require 128 semester hours. Also like the BGS program, the altered program will have two options, one a multidisciplinary emphasis and the other related to applied entrepreneurial studies.

Option I, as in the GIS program, will be a flexible and individualized program of study based on academic and career interests with seven multidisciplinary areas of emphasis: Arts, Business, Education, Health, Humanities, Social and Behavioral Sciences, and Technology. Students will be required to complete at least 42 semester hours in multidisciplinary areas of emphasis.

Option II, also like the GIS program, will retain its focus on applied entrepreneurial studies. Courses will be selected in consultation with the student's advisor to enhance the student's interdisciplinary education. Students will complete 42 semester hours of coursework in the applied entrepreneurship area of emphasis, 30 of which may come from the college of business and the other 12 from related courses in other colleges. Students in this option may apply 30 semester hours of vocational and technical coursework from community colleges to their degree programs.

Like the existing program, the altered program will serve students who are seeking the opportunity to design a program to suit their education or employment needs; non-traditional students who are returning to college; and students who are unable to continue in their current academic major.

No additional resources will be required for the alteration. The altered program will make use of existing

curriculum in established academic programs. Only two new required courses will be added: Introduction to Interdisciplinary Studies and Independent Study Practicum. These courses will be required for both options.

According to material provided by UNA, the new program name and degree nomenclature will more accurately reflect the coordinated interdisciplinary nature of the 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. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution through ADPE. Available upon request.

DECISION ITEM C-9: University of South Alabama, Addition of Thirteen Concentrations to the Existing Doctor of Nursing Practice (DNP) in Nursing (CIP 51.1601)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of thirteen concentrations to the DNP in Nursing in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- According to information submitted by university officials, the proposed concentrations are requested to reflect new requirements for clinical concentration areas. These requirements were established by the agency accrediting USA's nursing programs, the Commission on Collegiate Nursing Accreditation (CCNE). The new concentrations include Adult/Gerontological Nurse Practitioner, Family Nurse Practitioner, Family Psychiatric Nurse Practitioner, Neonatal Nurse Practitioner, Pediatric Primary Care Nurse Practitioner, Pediatric Acute Care Nurse Practitioner, Women's Nurse Practitioner, Emergency Specialization (Family Nurse Practitioner/Adult/Gerontological Acute Nurse Practitioner Dual Roles); Clinical Nurse Specialist in Adult Gerontological; Clinical Nurse Specialist in Pediatrics; Clinical Nurse Specialist in Women's Health; Public Health Administration; and Executive Administration.
- According to nursing officials at USA, these concentration areas are not new. All DNP students select a clinical concentration as part of their studies. The courses for these concentrations already exist and no additional resources will be required.
- Approval of these concentrations will allow USA to annotate the clinical concentration areas on DNP graduate transcripts in compliance with accreditation requirements.

**DECISION ITEM C-9:** University of South Alabama, Addition of Thirteen Concentrations to the Existing Doctor of Nursing Practice (DNP) in Nursing (CIP 51.1601)

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

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

**Background:** The University of South Alabama (USA) currently has the Doctor of Nursing Practice (DNP) in Nursing at CIP 51.1601 in the Academic Program Inventory. USA proposes the addition of concentrations in Adult/Gerontological Nurse Practitioner; Family Nurse Practitioner; Family Psychiatric Nurse Practitioner; Neonatal Nurse Practitioner; Pediatric Primary Care Nurse Practitioner; Pediatric Acute Care Nurse Practitioner; Women's Nurse Practitioner; Emergency Specialization (Family Nurse Practitioner/Adult/Gerontological Acute Nurse Practitioner Dual Roles); Clinical Nurse Specialist in Adult Gerontological; Clinical Nurse Specialist in Pediatrics; Clinical Nurse Specialist in Women's Health; Public Health Administration; and Executive Administration.

According to information submitted by university officials, the proposed concentrations are requested to reflect new requirements for clinical concentration areas. These requirements were established by the agency accrediting USA's nursing programs, the Commission on Collegiate Nursing Accreditation (CCNE). Approval of these concentrations will allow USA to annotate the clinical concentration areas on DNP graduate transcripts in compliance with accreditation requirements. The courses for these concentrations already exist and no additional resources will be required.

For the concentrations related to the nurse practitioner role, there will be a core of 36 semester hours taken by all students regardless of clinical concentration. These courses include the following: Advanced Nursing Assessment; Physio-Pathological Basis of Advanced Nursing; Pharmacology for Advanced Practice Nurses; Project Planning and Development; Critical Analysis of the Scientific Underpinnings of Advanced Nursing Practice; Evidence Based Practice and Quality Improvement in Health Care; Strategic Resource Management in Health Care; Translating Evidence into Practice Systems; Clinical Prevention and Population Health; Organizational and Systems Leadership; Program Evaluation and Improvement of Clinical Outcomes; Data and Decision Making in Complex Health Care Systems.

Adult-Gerontological Nurse Practitioner:

The program with the proposed concentration will require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses: Adult-Gerontological Nursing I, II, III, and IV; Advanced Adult-Gerontological Practicum I, II; and III; Advanced Adult-Gerontological Internship; and Residency I, II, and III.

Family Nurse Practitioner:

The program with the proposed concentration will require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses: Advanced Family Nursing I, II, III, and IV; Advanced Family Nursing Practicum I, II; and III; Advanced Family Nursing Internship; Health Promotion/Disease Prevention and Issues for Family Nursing; and Residency I, II, and III.

Family Psychiatric Nurse Practitioner:

The program with the proposed concentration will require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses: Advanced Family Psychiatric Nursing I, II, III, and IV; Advanced Family Psychiatric Nursing Practicum I, II; and III; Advanced Family Psychiatric Nursing Internship; Health Promotion/Disease Prevention and Issues for Family Psychiatric Nursing; and Residency I, II, and III.

Neonatal Nurse Practitioner:

The program with the proposed concentration will require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses:  
Advanced Neonatal Nursing I, II, III, and IV; Advanced  
Neonatal Nursing Practicum I, II; and III; Advanced  
Neonatal Nursing Internship; Health Promotion/Disease  
Prevention and Issues Neonatal AC Pediatric Nursing;  
and Residency I, II, and III.

Pediatric Primary Care Nurse Practitioner:

The program with the proposed concentration will  
require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses:  
Advanced Pediatric Nursing I, II, III, and IV; Advanced  
Pediatric Nursing Practicum I, II; and III; Advanced  
Pediatric Nursing Internship; Health Promotion/Disease  
Prevention and Issues for Pediatric Nursing; and  
Residency I, II, and III.

Pediatric Acute Care Nurse Practitioner:

The program with the proposed concentration will  
require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses:  
Advanced Acute Care Pediatric Nursing I, II, III, and IV;  
Advanced Acute Care Pediatric Nursing Practicum I, II;  
and III; Advanced Acute Care Pediatric Nursing  
Seminar; Health Promotion/Disease Prevention and  
Issues for Neonatal AC Pediatric Nursing; and  
Residency I, II, and III.

Women's Health Nurse Practitioner:

The program with the proposed concentration will  
require 69 semester hours (sh), as listed below:

Nurse Practitioner Core	36
Proposed Concentration	33
Total:	69 sh

The concentration will include the following courses:  
Advanced Women's Health Nursing I, II, III, and IV;  
Advanced Women's Health Practicum I, II; and III;  
Advanced Women's Health Nursing Internship; Health

Promotion/Disease Prevention and Issues for Women's Health Nursing; and Residency I, II, and III.

Emergency Specialization (Family Nurse Practitioner/Adult/Gerontological Acute Nurse Practitioner Dual Roles):

The program with the proposed concentration will require 87 semester hours (sh), as listed below:

Program Core	36
Proposed Concentration	51
Total:	87 sh

The concentration will include the following courses: Advanced Family Primary Care Nursing I and II; Advanced Family Primary Care Practicum I and II; Advanced Adult Acute Care Nursing I; Advanced Adult-Gerontological Acute Nursing II; Advanced Adult-Gerontological Acute Care Nursing Practicum I and II; Diagnosis and Management in Emergency Care for APN; Dysrhythmias and the Heart; Foundations in Emergency Care for the APN; and Residency I, II, and III.

For the concentrations related to the clinical nurse specialist role, there will be a core of 43 semester hours taken by all students regardless of clinical concentration. In addition to the common courses listed above for the nurse practitioner, these courses include the following: Advanced Nursing Assessment Practicum; and Clinical Concepts and CNS Role I and II.

Clinical Nurse Specialist in Adult-Gerontological:

The program with the proposed concentration will require 63 semester hours (sh), as listed below:

Clinical Nurse Specialist Core	43
Proposed Concentration	17
Total:	60 sh

The concentration will include the following courses: Adult Gerontological Clinical Nurse Specialist Practicum I and II; and Residency I, II, and III.

Clinical Nurse Specialist in Pediatrics:

The program with the proposed concentration will require 60 semester hours (sh), as listed below:

Clinical Nurse Specialist Core	43
Proposed Concentration	17
Total:	60 sh

The concentration will include the following courses:  
Clinical Practicum in Pediatric Health Nursing; Pediatric  
Health CNS Practicum II; and Residency I, II, and III.

Clinical Nurse Specialist in Women's Health:

The program with the proposed concentration will  
require 60 semester hours (sh), as listed below:

Clinical Nurse Specialist Core	43
Proposed Concentration	17
Total:	60 sh

The concentration will include the following courses:  
Women's Health Clinical Nurse Specialist Practicum I  
and II; and Residency I, II, and III.

Public Health Administration:

The program with the proposed concentration will  
require 59 semester hours (sh), as listed below:

Program Core	27
Proposed Concentration	32
Total:	59 sh

The concentration will include the following courses:  
Public Health Nursing Administration Concepts:  
Assessing, Planning, and Financing; Administrative  
Concepts and Resource Management Field Study;  
Epidemiology; Biostatistics and Informatics; Disaster  
Management; Public Health Nursing Administration  
Practicum; Public Health Nursing Administration  
Internship; Public Health Nursing Administration  
Seminar; and Residency I, II, and III.

Executive Administration:

The program with the proposed concentration will  
require 58 semester hours (sh), as listed below:

Program Core	27
Proposed Concentration	31
Total:	58 sh

The concentration will include the following courses:  
Administrative Concepts and Resource Management  
Field Study; Nursing Administration Finance; Managing  
Health Care Personnel; Nursing Administration  
Concepts and Theory; Nursing Administration Field  
Study; Nursing Administration Internship; Nursing  
Administration Seminar; and Residency I, II, and III.

Consistent with Commission policy and operational definitions, the concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

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-10: University of South Alabama, Addition of Five Concentrations to the Existing MSN in Nursing (CIP 51.1601)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of five concentrations to the MSN in Nursing in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- According to information submitted by university officials, the proposed concentrations are requested to reflect new requirements for clinical concentration areas. These requirements were established by the agency accrediting USA's nursing programs, the Commission on Collegiate Nursing Accreditation (CCNE). The new concentrations include Adult/Gerontological Nurse Practitioner, Adult Gerontological Acute Nurse Practitioner, Family Psychiatric Nurse Practitioner, Pediatric Primary Care Nurse Practitioner, and Emergency Specialization (Family Nurse Practitioner/Adult/Gerontological Acute Nurse Practitioner Dual Roles).
- The courses for these concentrations already exist and no additional resources will be required.

DECISION ITEM C-10: University of South Alabama, Addition of Five Concentrations to the Existing MSN in Nursing (CIP 51.1601)

Staff Presenter: Mrs. Ellen Haulman  
Assistant Director for Instruction

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

Background: The University of South Alabama (USA) currently has the Master of Science in Nursing (MSN) in Nursing at CIP 51.1601 in the Academic Program Inventory. USA proposes the addition of concentrations in Adult/Gerontological Nurse Practitioner, Adult Gerontological Acute Nurse Practitioner, Family Psychiatric Nurse Practitioner, Pediatric Primary Care Nurse Practitioner, and Emergency Specialization (Family Nurse Practitioner/Adult/Gerontological Acute Nurse Practitioner Dual Roles).

According to information submitted by university officials, the proposed concentrations are requested to reflect new requirements for clinical concentration areas. These requirements were established by the agency accrediting USA's nursing programs, the Commission on Collegiate Nursing Accreditation (CCNE). The courses for these concentrations already exist and no additional resources will be required.

The program core of 21 semester hours for all of the proposed concentrations includes the following courses: Theoretical Foundations of Advanced Nursing; Health Care Policy and Economics; Physio-pathological Basis of Advanced Nursing; Advanced Nursing Leadership, Roles, and Concepts; Pharmacology for Advanced Practice Nurses; Advanced Nursing Research; and Advanced Nursing Assessment

Adult-Gerontology Nurse Practitioner:

The program with the proposed concentration will require 45 semester hours (sh), as listed below:

Program Core	21
Proposed Concentration	24
Total:	45 sh

The concentration will include the following courses: Health Promotion/Disease Prevention and Issues for Adult-Gerontological Nursing; Adult Gerontological Nursing I, II, and III; Advanced Adult-Gerontological Practicum I, II, and III; Advanced Adult-Gerontological Nursing IV; and Advanced Adult-Gerontological Internship.

Adult-Gerontology Acute Nurse Practitioner:

The program with the proposed concentration will require 45 semester hours (sh), as listed below:

Program Core	21
Proposed Concentration	24
Total:	45 sh

The concentration will include the following courses: Advanced Adult-Gerontology Nursing I, II, III, and IV; Advanced Adult-Gerontology Practicum I, II, and III; Health Promotion/Disease Prevention and Issues for Adult-Gerontology Nursing; and Advanced Adult-Gerontology Acute Nursing Internship.

Family Psychiatric Nurse Practitioner:

The program with the proposed concentration will require 45 semester hours (sh), as listed below:

Program Core	21
Proposed Concentration	24
Total:	45 sh

The concentration will include the following courses: Advanced Family Psychiatric Nursing I, II, III, and IV; Advanced Family Psychiatric Nursing Practicum I, II, and III; Health Promotion/Disease Prevention and Issues for Family Psychiatric Nursing; and Advanced Family Psychiatric Nursing Internship.

Pediatric Primary Care Nurse Practitioner:

The program with the proposed concentration will require 45 semester hours (sh), as listed below:

Program Core	21
Proposed Concentration	24
Total:	45 sh

The concentration will include the following courses: Advanced Pediatric Nursing I, II, III, and IV; Advance Pediatric Nursing Practicum I, II, and III; Health Promotion/Disease Prevention and Issues for Pediatric Nursing; and Advanced Pediatric Nursing Internship.

Emergency Specialization (Family Nurse Practitioner/  
Adult Acute Care Dual Role):

The program with the proposed concentration will require 57 semester hours (sh), as listed below:

Program Core	21
Proposed Concentration	36
Total:	57 sh

The concentration will include the following courses: Health Promotion/Disease Prevention and Issues for the Emergency Nurse Practitioner; Advanced Family Primary Care Nursing I and II; Advanced Family Primary Care Nursing Practicum I and II; Advanced Adult Acute Care Nursing I; Advanced Adult Acute Care Nursing I Practicum; Advanced Adult-Gerontological Acute Care Nursing II; Advanced Adult-Gerontological Acute Care Nursing II Practicum.

Consistent with Commission policy and operational definitions, the concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

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-11: The University of South Alabama, Addition of a Concentration in Health Informatics to the Existing BS in Information Systems (CIP 11.0401)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of a concentration in health informatics in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 129 semester hours.
- The proposed concentration will help prepare a workforce for the local and national transition to electronic health records and healthcare information systems.
- All health informatics courses will be taught online.
- The need for these workers in the USA service area is related to Mobile's role as a regional center for medicine.
- No additional faculty will be added to teach these courses because of course redesign in other areas.

DECISION ITEM C-11: The University of South Alabama, Addition of a Concentration in Health Informatics to the Existing BS in Information Systems (CIP 11.0401)

Staff Presenter: Mrs. Ellen E. 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 South Alabama (USA) currently has the Bachelor of Science (BS) in Computer Science at CIP 11.0101 in the Commission's Academic Program Inventory. USA has proposed the addition of a concentration in Health Informatics to the existing program.

The program with the proposed concentration will require a total of 129 semester hours (sh):

General Education Core	53 sh
Program Core	46 sh
Supporting Courses	15 sh
Concentration	15 sh
Total	129 sh

The program core includes courses in Introduction to Computer and Information Sciences; Professional Productivity Applications; Beginning Programming; Database Design, Development, and Management; Intermediate Programming; System Architecture; and Information Systems in Organizations, among others. Supporting courses include Accounting Principles I; Principles of Microeconomics; and Management Theory and Practice.

Courses included in the proposed option are: Health Informatics Clinical Environment; Health Informatics; Health Informatics Data Base Design; Health Systems Analysis and Design; and Health Decision Support Systems. All health informatics courses will be taught online. No additional faculty will be added to teach these courses because of course redesign in other areas.

According to information provided by USA, the proposed concentration will help prepare a workforce for the local and national transition to electronic health records and healthcare information systems, such as computer physician order entry. The Bureau of Labor Statistics and the Department of Education indicate a shortfall of 51,000 qualified workers in this area over the next five years. These workers will be required to meet the demand for "meaningful use" of electronic health records by hospitals, clinics, and practices. The goal of meaningful use nationally is the improvement of healthcare outcomes.

The need for these workers in the USA service area is related to Mobile's role as a regional center for medicine. There are over 850 physicians and 175 dentists. There are four major medical centers in the city limits. USA also operates the USA Children's & Women's Hospital, as well as other facilities.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration 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. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM C-12: The University of South Alabama, Addition of a Concentration in Biomedical Engineering to the Existing PhD in Basic Medical Sciences (CIP 26.9999)

**EXECUTIVE SUMMARY**

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

**Factors for Consideration:**

- The program with the proposed concentration will require a minimum of 60 semester hours.
- This concentration will provide an opportunity for students trained in engineering or in the life sciences to become proficient in the application of mathematics and engineering to basic medical sciences.
- Graduates will be prepared to enter research and teaching careers in engineering schools, medical schools, and industry.
- There will be some student support costs. These expenses are the responsibility of the major professor and will be funded through grants and overhead funds.

DECISION ITEM C-12: The University of South Alabama, Addition of a Concentration in Biomedical Engineering to the Existing PhD in Basic Medical Sciences (CIP 26.9999)

Staff Presenter: Mrs. Ellen E. 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 South Alabama currently has the Doctor of Philosophy (PhD) in Basic Medical Sciences at CIP 26.9999 in the Commission's Academic Program Inventory. USA has proposed the addition of an option in Biomedical Engineering to the existing program.

The program with the proposed concentration will require a minimum of 60 semester hours (sh). However, many students get more involved in their funded research training and may compile 100 semester hours or more in the program.

Program core	25 sh
Advanced Coursework	11 sh
Concentration	8 sh
Research training	17 sh
Total	60 sh

The program core includes the following courses: Fundamentals of Basic Medical Sciences I and II; Interdisciplinary Literature Reports; Introduction to Research Methods; Interdisciplinary Directed Studies; and Responsible Conduct of Research.

Courses included in the advanced coursework are: Biomedical Instrumentation, Imaging, and Modeling; and Biomedical Transport, Mechanics, and Materials; Statistics and Experimental Design in Biomedical Research; and Effective Scientific Writing.

Students in the concentration will be required to complete at least eight semester hours of graduate-level didactic coursework related to the research training. These students also will select a series of research rotations [Interdisciplinary Directed Studies] with both the USA College of Medicine and the College of Engineering faculty affiliated with the concentration.

There will be some student support costs. These expenses are the responsibility of the major professor and will be funded through grants and overhead funds.

Information submitted by USA stated that recent advances in medicine are a result of a more rigorous and quantitative approach to understanding and modeling the physiological and pathological systems

associated with the medical condition. This concentration will provide an opportunity for talented students trained as engineers and similar students trained in life sciences to become proficient in the application of mathematics and engineering to basic medical sciences. Graduates will be prepared to enter research and teaching careers in engineering schools, medical schools, and industry.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration 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. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM C-13: Jefferson State Community College, Addition of an Option in Banking and Finance to the Existing AAS in Business Management (CIP 52.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** Jefferson State Community College has requested an addition of an option in banking and finance in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The proposed option with the program will require a total of 62 semester hours.
- According to the institution, an examination of enrollment trends revealed a need to realign selected programs of study for the purpose of maximizing viability, promoting student outcomes, and providing multi-skilled variances to meet employer demands.
- According to JSC, the proposed option will not require the addition of faculty, equipment or new facilities.

DECISION ITEM C-13: Jefferson State Community College, Addition of an Option in Banking and Finance to the Existing AAS in Business Management (CIP 52.0101)

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: Jefferson State Community College (JSC) currently has the Associate in Applied Science (AAS) in Business Management at CIP 52.0101 in the Academic Program Inventory. JSC proposes the addition of an option in Banking and Finance to the existing program.

The program with the proposed option will require a total of 62 semester hours (sh):

General Education Core	18 sh
Technical Core	24 sh
Proposed Option	20 sh
Total	62 sh

Courses in the option will include: Principles of Banking, Real Estate Finance, Money and Banking, Business Communication, and Principles of Accounting II.

According to JSC, the proposed option will not require the addition of faculty, equipment or new facilities.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

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-14: Jefferson State Community College, Addition of an Option in Automotive/Automated Technology to the Existing AAS in Engineering Technology (CIP 15.0000)

**EXECUTIVE SUMMARY**

**Reason for Action:** Jefferson State Community College has requested an addition of an option in automotive/automated technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The proposed option with the program will require a total of 63 semester hours.
- According to the institution, an examination of enrollment trends revealed a need to realign selected programs of study for the purpose of maximizing viability, promoting student outcomes, and providing multi-skilled variances to meet employer demands.
- According to JSC, the proposed option will not require the addition of faculty, equipment or new facilities.

DECISION ITEM C-14: Jefferson State Community College, Addition of an Option in Automotive/Automated Technology to the Existing AAS in Engineering Technology (CIP 15.0000)

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: Jefferson State Community College (JSC) currently has the Associate in Applied Science (AAS) in Engineering Technology at CIP 15.0000 in the Academic Program Inventory. JSC proposes the addition of an option in Automotive/Automated Technology to the existing program.

The program with the proposed option will require a total of 63 semester hours (sh):

General Education Core	36 sh
Technical Core	15 sh
Proposed Option	12 sh
Total	63 sh

Courses in the option will include: Intro to Automotive Concepts, Manufacturing Fundamentals, Blueprint Reading for Manufacturing, Introduction to Robotics, and Programmable Logic Controllers.

According to JSC, the proposed option will not require the addition of faculty, equipment or new facilities.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

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-15: The University of North Alabama, Addition of a Concentration in Child Development to the Existing BS in Human Environmental Sciences (CIP 19.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of North Alabama (UNA) has requested the addition of a concentration in Child Development in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs." The concentration will replace an existing one.

**Factors for Consideration:**

- The program with the proposed concentration will require a total of 128 semester hours.
- The proposed concentration is a major revision of an existing concentration, using existing courses and resources. The purpose of the revision is to accommodate current need and demand.

DECISION ITEM C-15: The University of North Alabama, Addition of a Concentration in Child Development to the Existing BS in Human Environmental Sciences (CIP 19.0101)

Staff Presenter: Mrs. Ellen E. 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 Human Environmental Sciences at CIP 19.0101 in the Commission's Academic Program Inventory. UNA has proposed the addition of a concentration in Child Development to the existing program.

The program with the proposed concentration will require a total of 128 semester hours (sh):

General Education Core	41 sh
Program Core	33 sh
Concentration	33 sh
Approved Minor	18 sh
Elective	3 sh
Total	128 sh

The program core includes courses in Introduction to Human Environmental Sciences; Food Science; Nutrition; and Family Development, among others.

Courses included in the proposed concentration are: First Aid; Creative Arts for Children; Human Growth and Development; Introduction to Students with Disabilities; Child Development; Language and Literacy Development for Young Children; Pediatric Nutrition; Early Childhood Programs; Administration of Programs for Young Children; Practicum in Child Development; and Methods and Materials for Young Children.

The proposed concentration is a major revision of an existing concentration, using existing courses and resources. The purpose of the revision is to accommodate current need and demand.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration 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. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM D-1: Trenholm State Technical College, Request for Extension of the Implementation Period for the Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

### **EXECUTIVE SUMMARY**

**Reason for Action:** Commission policy on the implementation of new programs states that programs that are not implemented within 24 months of the date of approval of the program will be deleted from the Academic Program Inventory. Because of difficulty in hiring faculty for the Physical Therapy Assistant program and accreditation requirements regarding program implementation, Trenholm State Technical College (TRE) will not be able to implement the program by the 24-month deadline. TRE has requested an extension to the implementation period to allow compliance with accreditation requirements.

**Factors for Consideration:**

- The program was approved by the Commission on June 27, 2008, with a pre-implementation condition related to the hiring of faculty, as well as post-implementation conditions.
- After a lengthy search, TRE met the pre-implementation condition related to the hiring of faculty. However, TRE will not be able to implement the program (enroll students) by the June 27, 2010, deadline, because of accreditation requirements related to program implementation.
- Both TRE and the Alabama Department of Postsecondary Education (ADPE) have requested that the implementation period be extended, and a timetable for implementation has been submitted.

DECISION ITEM D-1: Trenholm State Technical College, Request for Extension of the Implementation Period for the Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

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

Staff Recommendation: That the Commission approve the extension of implementation period by one year, as requested by Trenholm State Technical College (TRE) for the Associate in Applied Technology (AAT) in Physical Therapy Assistant (CIP 51.0806). With this extension, the implementation date and post-implementation conditions are amended as indicated below:

Implementation Date: The proposed program will be implemented ~~August 2008~~ February 2011. ~~Based on Commission policy, With this extension of implementation period,~~ the proposed program must be implemented by June ~~2010~~ 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. If the program is not implemented by June 18, 2011, it will be deleted from the Commission's Academic Program Inventory.

Pre-Implementation Condition:

~~That, prior to implementation, a list of the names and credentials of the program director and other faculty hired for the program be provided to the Commission staff. [This condition has been met.]~~

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 9, based on the proposal.
2. That the annual average number of graduates for the Academic Years ~~2009-10~~ 2011-12 through ~~2012-13~~ 2014-15 (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.
4. That the institution provide information on accreditation of the program by the Commission on Accreditation of Physical Therapy Education.

5. That the institution report on the passage rate of graduates obtaining licensure related to the proposed program.
6. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Trenholm State Technical College (TRE) will be required to phase out the program if any of the pre- or 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 2013~~ March 2015.

**Rationale:**

1. TRE met the pre-implementation condition of hiring faculty during the original implementation period, although after an extended search.
2. The accrediting agency, the Commission on Accreditation in Physical Therapy Education (CAPTE) has specific time-sensitive requirements regarding the implementation of programs.
3. Difficulty in finding faculty for the program affected the timetable for implementing the program.
4. ADPE and TRE officials have stated that the program will be implemented by June 2011.

**Background:**

On June 27, 2008, the Commission approved the program for TRE with an implementation date of August 2008. The implementation of the program was delayed, and the Commission staff was informed of this delay.

TRE advertised for a program coordinator, beginning in August 2008. The position was advertised five times between August 2008 and June 2009, when the program coordinator was hired. In September 2009, the coordinator began employment.

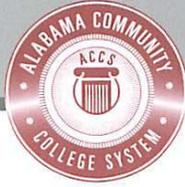
Having hired the program coordinator, TRE began the process for accreditation of the program. CAPTE was informed of the hire. In December 2009, the program coordinator and the Health Services Division Director attended a mandatory CAPTE workshop and CAPTE approved the program coordinator. In January 2010, the accreditation application was submitted to the Council of Occupational Education (COE), TRE's institutional accreditor. In March 2010, a clinical coordinator was hired.

TRE provided the following timeline for the remaining implementation activities for the program:

May 2010: Clinical Coordinator start date  
1 September 2010: Submit application for candidacy and fee to CAPTE  
10 September: CAPTE staff determination that application is bona fide  
15 September: Application sent to CAPTE candidacy reviewer  
October 2010: Candidacy visit by CAPTE  
15 November 2010: CAPTE report on candidacy visit  
15 December 2010: Response to CAPTE report  
Late January 2011: CAPTE decision on candidacy application  
February 2011: If CAPTE decision is favorable, TRE will enroll students in core PTA courses

Supporting Documentation:

1. Commission on Higher Education, "Guidelines on Implementation of a New Program." Available upon request and at <http://www.ache.alabama.gov/Acadaffr/NewProg/ProgImpl.PDF>
2. Letters from ADPE and the institution. Attached.



Dr. Freida Hill  
Chancellor

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March 29, 2010

Mrs. Ellen Haulman  
Alabama Commission on Higher Education  
Post Office Box 302000  
Montgomery, Alabama 36130-2000

Dear Mrs. Haulman:

On June 27, 2008, the Commission approved an Associate of Applied Technology Degree in Physical Therapist Assistant for Trenholm State Technical College. The College is requesting a one-year extension for the implementation of this program. The primary reasons for this request is the unexpected time required to secure employment of the program coordinator, and the unexpected medical leave required by the program coordinator. There is a need for this program, and the College is confident that implementation of the program will occur by Spring Semester 2011.

If you have questions regarding this matter, please contact Linda Cater or Trish Jones. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Susan Y. Price".

Susan Y. Price, Vice Chancellor  
Instructional and Student Services

tj

cc: Freida Hill  
Sam Munnerlyn  
Barbara Anne Spears

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**Samuel Munnerlyn**  
President

March 23, 2010

Susan Price  
Vice Chancellor  
Instructional and Student Services  
Alabama Department of Postsecondary Education  
135 South Union  
Montgomery, AL 36104

Dear Dr. Price:

Trenholm State Technical College would like to request consideration for a one-year extension for the implementation of the Physical Therapist Assistant Program as approved by the Alabama Commission on Higher Education (ACHE) on 27 June 2008. The primary reasons for this request is the unexpected lengthy time required to secure employment of the program coordinator, and the unexpected medical leave required by the program coordinator. A timeline of implementation activities to date is detailed below as well as a proposed timeline for implementation should the extension be granted.

Implementation activities to date:

- 27 June 2008: ACHE Approval
- 24 Aug 2008 to 15 Sept 2008: PTA Coordinator Position Advertised – one applicant
- 27 Oct 2008 to 19 Nov 2008: PTA Coordinator Position Advertised – no applicants
- 23 Nov 2008 to 15 Dec 2008: PTA Coordinator Position Advertised – one applicant
- 29 Jan 2009 to 27 Feb 2009: PTA Coordinator Position Advertised – no applicants
- 24 May 2009 to 15 June 2009: PTA Coordinator Position Advertised – one applicant
- September 2009: PTA Coordinator began
- September 2009: Commission on Accreditation in Physical Therapy Education (CAPTE) notified of hire of PTA Program Coordinator/Instructor
- 8 Nov 2009 to 30 Nov 2009: Clinical Coordinator Position Advertised
- 14 December 2009: PTA Coordinator and Health Services Division Director attended mandatory CAPTE workshop
- 15 December 2009: CAPTE approved PTA Coordinator as hired
- January 2010 to present: PTA Coordinator unexpectedly required medical leave
- 27 January 2010: Accreditation application submitted to COE
- March 2010: Contract signed by Clinical Coordinator

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Post Office Box 10048 • 1225 Air Base Boulevard • Montgomery, Alabama 36108

Telephone: 334-420-4200

Fax: 334-420-4206

[www.trenholmstate.edu](http://www.trenholmstate.edu)

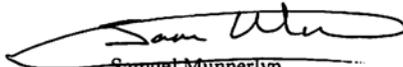
Page Two  
March 24, 2010  
Dr. Price

Planned implementation activities:

- 17 May 2010: Clinical Coordinator start date
- 1 September 2010: Submit Application for Candidacy and fee to CAPTE
- 10 September 2010: CAPTE staff determination that Application for Candidacy is bona fide
- 15 September 2010: Application for Candidacy sent to CAPTE Candidacy Reviewer
- Late October 2010: Candidacy visit by CAPTE
- 15 November 2010: CAPTE Report of Candidacy Visit to program
- 15 December 2010: Response to Report of Candidacy Application by CAPTE
- Late January 2011: CAPTE decision on Candidacy Application
- February 2011: If CAPTE decision is favorable, enroll participants into PTA core courses

Thank you for your consideration of this request. Should you have any questions or need additional information, please contact Barbara Anne Spears at 334-420-4479.

Sincerely,



Samuel Munnerlyn  
President

SM/BAS/awc

DECISION ITEM E: Consideration of the Extension of the Employment of the Executive Director

**EXECUTIVE SUMMARY**

**Reason for Action:** Code of Alabama, Title 16-5-4(d) states, "The commission may appoint a highly qualified person as its executive director who shall, with the consent and approval of the commission, select and supervise the commission's staff and perform such other duties as may be delegated to the executive director by the commission, within the amounts made available for the operation of the commission."

The employment contract of the current executive director will expire on June 30, 2010. The purpose of this item is to extend the terms of the contract until June 30, 2013.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 18, 2010

DECISION ITEM E: Consideration of the Extension of the Employment of the Executive Director

Staff Presenter: Tom Davis  
Chairman

Staff Recommendation: None.

Background: Code of Alabama, Title 16-5-4(d) states, "The commission may appoint a highly qualified person as its executive director who shall, with the consent and approval of the commission, select and supervise the commission's staff and perform such other duties as may be delegated to the executive director by the commission, within the amounts made available for the operation of the commission."

The employment contract of the current executive director will expire on June 30, 2010. The purpose of this item is to extend the terms of the contract until June 30, 2013.

Supporting Documentation: None.

INFORMATION ITEM A: Auburn University, Establishment of the Auburn Research Center in Huntsville

Staff Presenter: Mrs. Ellen Haulman  
Assistant Director for Instruction

Staff Recommendation: For information only.

Background: Auburn University (AU) reports the establishment of the AU Research Center in Huntsville. According to information submitted by university administrators, the purpose of the center will be to augment and foster AU's role in research and service and will assure opportunities for maintaining and building key relationships.

The center will be in support of the AU's land-grant mission of research and service to the state of Alabama.

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 B:** University of North Alabama, Addition of a Class A English to Speakers of Other Languages P-12 Certificate to the Existing MAEd in Teacher Education Multiple Levels N-12 (CIP 13.1206)

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

Staff Recommendation: For information only.

Background: The University of North Alabama (UNA) currently has the Master of Arts in Education (MAEd) in Teacher Education Multiple Levels N-12 at CIP 13.1206 in the Commission's Academic Program Inventory. UNA has been notified that the State Board of Education has approved a Class A English to Speakers of Other Languages P-12 teaching certificate. The certification will be offered under the existing master's level entry at CIP 13.1206.

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 C:** Implementation of Approved Programs

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.

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

Auburn University

Program: Geography, MS, CIP 45.0701  
Approval date: June 27, 2008  
Implementation date: January 2010 (delayed).  
Post-implementation report date: February 1, 2015 (revised).

Program: Interdisciplinary University Studies, BS, CIP 30.9999  
Approval date: June 26, 2009  
Implementation date: January 2010 (delayed).  
Post-implementation report date: February 1, 2015 (revised).

Calhoun Community College

Program: Physical Therapy Assistant, AAS, CIP 51.0806  
Approval date: March 28, 2008  
Implementation date: February 1, 2010 (delayed).  
Post-implementation report date: March 1, 2015 (revised).

The University of Alabama at Birmingham

Program: Health Services Administration, DSc,  
CIP 51.0806  
Approval date: March 28, 2008  
Implementation date: June 2009 (on schedule).  
Post-implementation report date: July 1, 2014.

The University of Alabama in Huntsville

Program: Modeling and Simulation, MS, CIP 11.0899  
Approval date: December 4, 2009  
Implementation date: May 2010 (delayed).  
Post-implementation report date: June 1, 2015 (revised).

Program: Modeling and Simulation, MS, CIP 11.0899  
Approval date: December 4, 2009 with two-year start-up  
period.  
Implementation date: May 2010 (delayed).  
Post-implementation report date: June 1, 2017 (revised).

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 D: Athens State University, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Athens State University (ATSU) plans to offer courses at the following new off-campus site beginning in fall 2010:

Robinson Building/Arts Center, Decatur, AL

Discussion: An official with ATSU 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 ATSU is exempt from Commission approval by policy because the proposed site is located within ATSU's service area.

The proposal was posted on the Commission website from April 21 until May 11 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at the Robinson Building/Arts Center, Decatur, 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.

Alabama Commission on Higher Education

**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

**SITE INFORMATION**

**Institution: Athens State University**  
**Administrator Responsible for Site**  
**Name & Title: Dr. Denver A. Betts**  
**Telephone: 256.233.8214**  
**Fax: 256.216.3318**  
**E-Mail: denver.betts@athens.edu**  
**Contact Person at Site if Other Than Administrator Above**  
**Name & Title: Dr. Ronald Fritze**  
**Telephone: 256.233.8184**  
**Fax: 256.233.6568**  
**E-Mail: ron.fritze@athens.edu**  
**Location of Proposed Site**  
**Facility: Robinson Building (Downtown Decatur Fine Arts Building)**  
**Street Address: 133 2nd Avenue NE**  
**Decatur** County: **Morgan**  
**When will you begin offering instruction at this site?**

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

*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: *Robert Glenn*  
 Date: *7.7.09*



INFORMATION ITEM E: Alabama Southern Community College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Alabama Southern Community College (ALS) plans to offer courses at the following new off-campus site beginning in summer 2010:

Alabama Southern Center for Workforce Development,  
Monroeville, Alabama

Discussion: An official with ALS 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 ALS is exempt from Commission approval by policy because the proposed site is located within ALS's service area.

The proposal was posted on the Commission website from March 29 until April 18 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at the Alabama Southern Center for Workforce Development, Monroeville, 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.



General Education Courses at  
The Alabama Southern Center for Workforce Development Training  
For Alabama Southern Community College

BUS 241	Principles of Accounting I
BUS 242	Principles Accounting II
CIS 146	Microcomputer Applications
ECO 231	Macro Economics
ECO 232	Micro Economics
ENG 092	Basic English I
Eng 093	Basic English II
ENG 101	Composition I
MTH 090	Basic Math
MTH 098	Elem. Algebra
MTH 100	Intermediate College Algebra
MTH 116	Mathematical Applications
PSY 200	General Psychology
PSY210	Human Growth and Development
SPH 107	Fundamentals of Public Speaking

INFORMATION ITEM F: University of South Alabama, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: The University of South Alabama (USA) plans to offer courses at the following new off-campus site beginning in summer 2010:

Faulkner State Community College, Bay Minette, Alabama

Discussion: An official with USA 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 USA is exempt from Commission approval by policy because the proposed site is located within USA's service area.

The proposal was posted on the Commission website from March 31 until April 20 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Faulkner State Community College, Bay Minette, 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

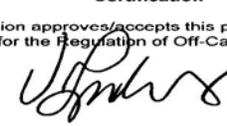
**Institution:** University of South Alabama  
**Administrator Responsible for Site**  
**Name & Title:** Dr. Joan Exline  
**Telephone:** (251) 460-6447  
**Fax:** (251) 460-6054  
**E-Mail:** jexline@usouthal.edu  
**Contact Person at Site if Other Than Administrator Above**  
**Name & Title:** Dr. John Steadman, Dean of the College of Engineering  
**Telephone:** (251) 460-6140  
**Fax:** (251) 460-6343  
**E-Mail:** jsteadman@usouthal.edu  
**Location of Proposed Site**  
**Facility:** James H. Faulkner Community College  
**Street Address:** 1900 U.S. Highway 31, South  
**City:** Bay Minette, Alabama 36507  
**County:** Baldwin  
**When will you begin offering instruction at this site?** Summer, 2010

Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</b>	
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.	

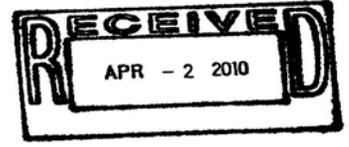
Note: Follow-up report is not required for individual study courses.

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: March 30, 2010





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

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

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

**Enterprise State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Airframe Mechanics	47.0607

**Ingram State Technical College**

<u>Field of Study</u>	<u>CIP Code</u>
Masonry	46.0101

<u>Field of Study</u>	<u>CIP Code</u>
Electrical Technology	46.0302

<u>Field of Study</u>	<u>CIP Code</u>
Upholstery	48.0303

<u>Field of Study</u>	<u>CIP Code</u>
Furniture Refinishing	48.0702

**Jefferson Davis Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Body Repair	47.0603

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Mechanics	47.0604

<u>Field of Study</u>	<u>CIP Code</u>
Cabinetmaking	48.0703

**Lawson State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Major Appliance Repair	47.0106

**Shelton State Community College**

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

**Southern Union State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Web Development	11.0101

<u>Field of Study</u>	<u>CIP Code</u>
Computer Support Specialist	11.0101

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Manufacturing Technology	15.0613

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.

**INFORMATION ITEM H:** Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission guidelines state that non-degree programs of senior institutions, including pre-baccalaureate, post-baccalaureate, and post-master's certificates do not require Commission approval, but that they must be reported to the Commission prior to implementation. The guidelines further state that these certificates are not listed in the Commission's Academic Program Inventory.

In accordance with these guidelines, the following institutions have sent notification regarding the non-degree programs indicated:

Auburn University

Graduate Certificate in Public History

The proposed certificate will consist of 15-18 semesters hours and draws upon courses that were already in the institution's inventory of courses, as well as courses that have been developed specifically for the program. Auburn's Department of History intends for this certificate to support existing graduate programs (MA and PhD) by offering their students the opportunity for additional specialization. The program will also be available to students of other graduate programs and/or practicing professionals that could benefit from this specialization as well.

Graduate Certificate in Nursing Education

The proposed certificate will require 15 semester hours, in which courses will come from the institution's current inventory. This program is designed to provide MSV students with a means of preparing for and successfully passing the NLN Nurse Educator examination, which provides licensing to teach nursing. Additionally, the program is developed to address the ease of transition for the professional clinician into an academic setting.

The University of Alabama at Birmingham

Graduate Certificate in Clinical Research Management

According to the proposal, the proposed certificate program consists of 18 semester hours and will provide adult learners that possess a baccalaureate degree a flexible distance-accessible option to complete clinical research and other graduate coursework. The certificate is aimed at nurses and/or healthcare professionals from

fields outside of nursing who may complete the post-baccalaureate or post-graduate clinical research management coursework to obtain the certificate.

The University of North Alabama

Post Baccalaureate Certificate in Teaching English to Speakers of Other Languages (TESOL)

The curriculum for the proposed certificate consists of 18 semester hours of coursework from existing graduate courses. According to the institution, the primary target audience for the proposed certificate program will be K-12 English teachers or college English instructors who teach English in their native country who desire graduate coursework in TESOL and who are not going to enter an Alabama teacher education program.

Post Baccalaureate Certificate in Geographic Information Systems

According to the proposal, the target group for this certificate are individuals in professions requiring geospatial technology skills, those who want to gain the knowledge and skills in order to enter those professions, and university students wishing to have their geospatial skills recognized through a GIS certificate.

Post Baccalaureate Certificate in Gerontology

This certificate is aimed at community members and students seeking knowledge and skills to facilitate working with the elderly population in a variety of occupational or volunteer functions and settings.

Post Baccalaureate Certificate in Law Enforcement

The primary target groups for this certificate are law enforcement professionals seeking career advancement and others with an interest in law enforcement careers or understanding of the law enforcement environment.

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 I:** Summary of Post-Implementation Reports Received in 2009

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 November 2009.

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

Programs Meeting Post-Implementation Conditions:

- Lurleen B. Wallace Community College: Nursing, AAS, CIP 51.1601
- Snead State Community College: Associate in Applied Science in Nursing (CIP 51.1601) and Certificate in Practical Nursing (CIP 51.1613)
- Snead State Community College: Associate in Applied Science in Office Administration (CIP 52.0401)—  
Second Report
- The University of South Alabama: Physical Therapy, DPT, CIP 51.2308
- Wallace State Community College (Dothan): Child Development, AAS and Certificate, CIP 19.0708—  
Second Report

Program that Did Not Meet Post-Implementation Conditions:

- Shelton State Community College: Associate of Applied Science in Culinary Arts (CIP 12.0503)—*The program is being deleted as of June 18, 2010 (see "Changes to the Academic Program Inventory" in this packet). The institution plans to submit an application for a new AAS/Certification program with a new curriculum in line with a state-wide curriculum developed by the Alabama Department of Postsecondary Education.*

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

1. Calhoun Community College, Networking Technology, AAS, CIP 11.0101: *Deleted as of June 18, 2010; see "Changes to the Academic Program Inventory" in this packet.*

- Supporting Documentation:
1. Unpublished post-implementation reports submitted by the institutions. Available upon request.
  2. "Summary of 2009 Reports on Post-Implementation Conditions," attached.

**Summary of 2009 Reports on Post-Implementation Conditions  
[Listed by Institution]**

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**Calhoun Community College**

Program: Networking Technology, AAS, CIP 11.0101

Approved by Commission: December 5, 2003

Proposed Implementation Date: August 2004

Actual Implementation Date: August 2004

Post-Implementation Conditions:

- 1) That the annual average admissions (headcount) for the first five years 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 12, based on 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.

***The program has been deleted in lieu of submission of a post-implementation report. The curriculum has been proposed as an option in another program. See "Changes to the Academic Program Inventory" and the related request for an extension/alteration to an existing program in this packet.***

---

**Lurleen B. Wallace Community College**

Meeting Conditions:

Program: Nursing, AAS, CIP 51.1601

Approved by Commission: December 5, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: June 2004 (delayed)

Post-Implementation Conditions:

- 1) That the annual average admissions for the first five years will be at least 24, 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 20, 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 documentation be provided that the program has been accredited by the National League of Nursing Accrediting Commission.
- 5) That documentation be provided that demonstrates that at least 85 percent of the students who applied for Registered Nurse licensure have passed the National Council Licensure Examination for Registered Nurses (NCLEX-RN).
- 6) That documentation be provided that the consolidation of Lurleen B. Wallace Community College and MacArthur State Technical College has been approved by the Southern Association of Colleges and Schools.
- 7) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Nursing, AAS, CIP 51.1601	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	20	20	75%
Reported	52	26	93%

**Condition 4:** Documentation regarding NLNAC accreditation was provided with the report.

**Condition 5:** The report provided information that 94 percent (126 of 134) students who applied for Registered Nurse licensure passed the NCLEX-RN.

**Condition 6:** Documentation regarding SACS approval of the institutional merger was provided with the report.

**Shelton State Community College**

Not Meeting Conditions:

Program: Culinary Arts, AAS, CIP 12.0503

Approved by Commission: December 5, 2003

Proposed Implementation Date: January 2004

Actual Implementation Date: August 2004 (delayed)

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for 2004-05 to 2008-09 will be at least 25, based on the proposals.
- 2) That the annual average number of graduates for the Academic Years 2004-05 through 2008-09 [beginning with year 2 of the program] will be at least 18, based on the proposal.
- 3) That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Culinary Arts, AAS, CIP 12.0503	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	25	18	75%
Reported	33	6	86%

**Condition 2:** In discussion with ADPE and college administrators, it was determined that the original projection for graduates was too ambitious.

**Condition 4:** An overall assessment of the program was provided, which detailed factors that had hindered the development of the program.

During the first five years of the program, there were three different program coordinators. The first left soon after the program was implemented. The instructor turn-over caused inconsistent advising and counseling regarding classes and graduation. There was no instructor from May until August of 2008, causing some students to think that the program didn't exist or was being phased out. During the same period, the college had a change in the administration which had far-reaching impact.

After the approval of the program, ADPE developed a state-wide curriculum for programs in this area. Consequently, the curriculum of the Shelton State program became out-dated and in need of major revision.

Shelton State implemented several strategies to improve the program. An independent consultant was hired in 2008 to review the program and make recommendations. Renovations were made so that physical resources are now adequate for the program. A permanent coordinator is now in place. Updates to the curriculum have begun, while a new student tracking system has been created.

The Commission staff met with administrators from ADPE and Shelton State to discuss the program and the post-implementation report. It was determined that the original graduation projections for the program were too ambitious and not in line with completions in occupational programs at the college. Although there are currently 65 students who are enrolled in the program, it is not expected that the program will meet the graduation requirement in the next two to three years. The need for other changes to the program were also discussed, including the addition of a Certificate award for students who wish to take jobs before completing the full AAS.

Because of the need of revision of the graduation projections and curriculum, as well as other adjustments, college and ADPE representatives agreed with the Commission staff that it would be appropriate to delete the current program listing and submit an application for a new program, which would include both the AAS and Certificate award. The new program application will be submitted by the end of 2010. In the meanwhile, students who are currently enrolled in the existing program will be able to continue their studies toward degree completion as the old curriculum is phased out.

**Snead State Community College**

Meeting Conditions:

- Programs: 1. Nursing, AAS, CIP 51.1601  
 2. Practical Nursing, Certificate, CIP 51.1613

Approved by Commission: March 12, 2004

Proposed Implementation Date: August 2004

Actual Implementation Date: August 2004 (on time)

Post-Implementation Conditions:

- 1) That the annual average admissions for the first five years will be at least 40 for the Associate in Applied Science in Nursing program and 24 for the Certificate in Practical Nursing, 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 26 for the Associate in Applied Science in Nursing and 12 for the Certificate in Practical Nursing, based on 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.

Nursing, AAS, CIP 51.1601	Admissions Headcount	Graduates (4-yr average)	Percentage of Graduates Employed in Field
Required	40	26	75%
Reported	40	43	82%

Practical Nursing, Certificate, CIP 51.1613	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	24	12	75%

Reported	24	12	81%
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Condition 4: The report included an assessment of performance on objectives listed in the proposal. The program is approved by the Alabama Board of Nursing and has been granted preliminary accreditation by the National League of Nursing Accrediting Commission (NLNAC). The next accreditation site visit is scheduled for 2014. Over the period 2006-09, almost 81 percent of the RN graduates passed the NCLEX licensure exam on the first attempt; 100 percent of the practical nursing graduates passed the licensure test in the period 2005-08 [2009 results were not available at the time of the report].

3. Office Administration, AAS, CIP 52.0401—Second Report

Approved by the Commission: August 9, 2002

Proposed Implementation Date: Fall 2002

Actual Implementation Date: Fall 2002 (on time)

Commission Approval of Additional Review Period: September 19, 2008

Required Condition for the Second Post-Implementation Report:

That the Commission approve the request to retain the original graduation condition and grant an additional review period for the program. A second post-implementation report of graduation data for the period 2006-07 through 2008-09 will be submitted to the Commission by October 1, 2009.

The summary of the data submitted in the second report is shown in the following table.

Office Administration, AAS, CIP 52.0401	Average Number of Graduates
Required	11
Reported 2006-07 through 2008-09	15

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**The University of South Alabama**

Meeting Conditions:

1. Program: Physical Therapy, DPT, CIP 51.2308

Approved by Commission: May 16, 2003

Proposed Implementation Date: August 2004

Actual Implementation Date: August 2004 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average admissions (headcount) to the program for the period 2004-05 to 2008-09 will be at least 19, based on admissions 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 18, 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	Percentage of Graduates Employed in Field
Required	19	18	75%
Reported	35	28	100%

- The post-implementation report included a detailed overall assessment of the program.

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**Wallace State Community College (Dothan)**

Meeting Conditions:

Program: Child Development, AAS and Certificate, CIP 19.0708—Second Report

Approved by Commission: August 10, 2001

Proposed Implementation Date: Fall 2001

Actual Implementation Date: Fall 2001 (on time)

Commission Approval of Additional Review Period: March 28, 2008 (program did not meet graduation requirement)

Required Condition for the Second Post-Implementation Report:

That the Commission approve the request to retain the original conditions and grant an additional review period for the program. A second post-implementation report for the period 2006-07 through 2008-09 will be submitted to the Commission by October 1, 2009.

The summary of the data submitted in the second report is shown in the following table.

Child Development, AAS, CIP 19.0708	Headcount Enrollment	Graduates	Percentage of Graduates Employed in Field
Required	19	13	75%
Reported	109	22	79%

**Note on employment:** This percentage does not include five graduates who are currently enrolled in a baccalaureate program.

**INFORMATION ITEM J:** 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](http://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.

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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.

Auburn University	14.9999	Manufacturing Systems Engineering, MMSE, MS [deletion of programs previously placed on inactive status]
Calhoun Community College	11.0101	Networking Technology, AAS [deleted in lieu of a post-implementation report; proposed as an option under Computer Science]
Drake State Technical College	46.0302 47.0201 47.0604	Electrical Technology, Diploma Heating and Air Conditioning, Diploma Auto Mechanics, Diploma
Jefferson State Community College	15.0613	Automotive Manufacturing Technology, AAS/Certificate [proposed as an option under Engineering Technology]
Jefferson State Community College	52.0803	Banking and Finance, AAS [proposed as an option under Management and Supervision]
Shelton State Community College	12.0503	Culinary Arts, AAS [post-implementation review; the college will submit a new program application for an AAS/Cert program with a revised curriculum]

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

Auburn University	<del>52.0604</del> <u>45.0601</u>	<del>Business</del> Economics, MS
University of North Alabama	<del>43.0404</del> <u>13.0101</u>	<del>Educational Administration</del> Education, General, EdS
	31.9999	<del>Non-School-Based Teaching,</del> <del>HPER</del> <u>Health and Human</u> <u>Performance, MA MS</u>

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 September 11, 2009. The institution may reinstate this program to active status within five years of September 11, 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

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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 K:** Implementation of Distance Education Programs

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission policy states that academic programs approved by the Commission do not require additional approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

In compliance with the Commission's policy on distance education, the following institution has reported plans to implement the distance education programs listed.

Auburn University at Montgomery:

Nursing, BSN - CIP 51.1601  
RN to BSN Track

Information Sciences and Systems, BA / BS –  
CIP 52.1201

Secondary Education, BS – CIP 13.1205  
Social Sciences Certification

Supporting Documentation:

1. "Policy on Distance Education," Ala. Admin Code (Commission on Higher Education), r. 300-2-3-.04. Available upon request.
2. Written unpublished documentation provided by the institutions. Available upon request.

INFORMATION ITEM L: Legislative Scorecard

Staff Presenter: Mrs. Margaret Gunter  
Director, Communications/Governmental Relations

Staff Recommendation For information only

Background: **2010 Regular Legislative Session**  
*There were 1425 bills introduced this session. Of that number, 296 or 21%, were signed into law by Gov. Riley or, if a constitutional amendment, deposited with the Secretary of State then submitted to the voters of the state at an election to be held at a specified time.*

FY 2009-10 has seen low receipts to date to the Education Trust Fund (ETF) and the General Fund, resulting in prorated budgets throughout state government. The FY 2010-11 ETF budget passed during this regular legislative session was basically level funded from the FY 2009-10 prorated budget.

ACHE was heavily involved throughout the session attending committee meetings and serving as a resource for numerous lawmakers. Partnering opportunities found ACHE aligned with the State Department of Education and the Independent College/University Association in supporting/opposing specific bills, HB282 (the Alabama Teacher Recruitment Incentive Program deferrals bill) known as ATRIP, HB290 (student grant bill) and SB397 (definition of private/non-profit private schools).

Lawmakers turned to ACHE for information to answer constituents' questions on textbook costs, tuition and the Prepaid Affordable College Tuition (PACT) program. Nine separate bills were filed related to the PACT program.

ACHE advised the Alabama Chiropractic Association on changes for the dispersal of state money for chiropractic scholarships. Additionally, ACHE served as a liaison between the institutions and the Washington Center for scholarships for students enrolling in the Center's intern program.

Three ACHE commissioners (Charles Ball, Philip Dotts and Sydney Raine) were approved by the confirmation committee and confirmed by the full Senate on March 23, 2010.

Numerous meetings were held with lawmakers concerning ACHE's budget. The final passage reflected a \$1,628,456 restoration from the original budget proposed by the governor's office.

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Supporting Documentation:

1. Comparison of ACHE (2009-10) – (2010-11) budgets.
2. Legislative recap of ACHE action and bills of interest.

## Alabama Commission on Higher Education

## State Funds Only

Program / Activity	FY 2009-10 with Reversions & Proration (\$)	FY 2010-11 Governor's Budget (\$)	FY 2010-11 Appropriation (\$)	Difference FY 2010-11 to FY 2009-10	
				(\$)	(%)
Planning & Coordination:					
Operations and Maintenance	3,050,879	2,714,783	2,964,783	-86,096	-2.82
Student Assistance:					
Alabama Student Assistance Program - State	2,915,213	2,896,855	2,896,855	-18,358	-0.63
Alabama Educational Grant Program	2,339,412	2,320,975	2,320,975	-18,437	-0.79
National Guard Educational Assistance Program	830,453	601,694	601,694	-228,759	-27.55
Policeman/Firefighter Survivor's Scholarships	239,041	159,320	159,320	-79,721	-33.35
Chiropractic Scholarships	31,579	29,415	29,415	-2,164	-6.85
Washington Center Internship Program	55,500	55,500	55,500	0	0.00
Subtotal Student Assistance	6,411,198	6,063,759	6,063,759	-347,439	-5.42
Support of Other Educational Activities:					
Southern Regional Education Board	700,190	671,124	671,124	-29,066	-4.15
Network of Alabama Academic Libraries (NAAL)	368,969	323,505	323,505	-45,464	-12.32
Experimental Pgm to Stimulate Competitive Rsch.	1,233,088	1,227,543	1,227,543	-5,545	-0.45
Articulation and General Studies Committee	370,856	369,576	402,563	31,707	8.55
SUPER - Humanities Foundation	81,707	81,707	81,707	0	0.00
Subtotal Support of Other Educational Activities	2,754,810	2,673,455	2,706,442	-81,355	-2.95
Alabama Agricultural Land Grant Alliance	5,564,310	4,586,400	6,181,869	617,559	11.10
Alabama Teacher Recruitment Incentive Program	1,411,272	250,000		-1,411,272	-100.00
<b>Total</b>	<b>19,192,469</b>	<b>16,288,397</b>	<b>17,916,853</b>	<b>-1,275,616</b>	<b>-6.65</b>

**2010 Regular Legislative Session  
Bills of Interest**

<b>Bill/Act Number</b>	<b>Sponsor</b>	<b>Summary</b>	<b>ACHE Action</b>
<b>Confirmations</b>			
SCF 9		Confirmation of Commissioner Ball	Provided information to support confirmations
SCF 10		Confirmation of Commissioner Raine	Provided information to support confirmations
SCF 27		Confirmation of Commissioner Dotts	Provided information to support confirmations

<b>ACHE Action Bills</b>			
<b>Bills</b>			
HB 217 SB 245 Act 2010-724	Rep. Ward Senator Orr	Chiropractic scholarships, use of funds for certain advanced courses at colleges and universities in this state	Provided technical support
HB 245 SB 133 SB 290 Act 2010-686	Rep. Black Senator Ross Senator Ross	Relating to the Alabama Student Grant Program; to remove the qualifying requirement that an approved institution be formally seeking accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools; and would add one institution of higher learning located in Montgomery County, Alabama, to the institutions allowed to participate	Provided technical support for passage of an appropriate substitute bill
HB 274 Act 2010-610	Rep. Lindsey	Education budget, appropriations for the support, maintenance, and development of public education	Numerous discussions with lawmakers on institutional and ACHE appropriations
HB 282	Rep. Bentley	Leave from program for humanitarian religious trip, retroactive effect (ATRIP deferment)	Opposed
HB 431	Rep. Grimes	Higher education, employees prohibited from receiving incentives from publishers, posting of required textbook lists, cost of textbooks limited, College Textbook Review Board established, members, duties	Provided technical support
HB 711 SB 397	Rep. A. Baker Senator Figures	Private schools, use of terms profit and nonprofit in definition clarified, baseline exemption date changed, Secs. 16-46-1, 16-46-3 am'd	Provided technical support
HB 745	Rep. P. Moore	Leave from program for humanitarian religious trip, retroactive effect (ATRIP deferment)	Opposed
SB 243	Senator Sanders	Education budget, appropriations for the support, maintenance, and development of public education	Numerous discussions with lawmakers on institutional and ACHE appropriations
<b>PACT Summary</b>			
<b>House Bills</b>			
HB 122	Rep. Wren	Contracts Honored, Benefits Paid	Technical Support

**2010 Regular Legislative Session  
Bills of Interest**

<b>Bill/Act Number</b>	<b>Sponsor</b>	<b>Summary</b>	<b>ACHE Action</b>
HB 123	Rep. Wren	Board of Directors, Members, Duties	Technical Support
HB 124	Rep. Wren	Create Advisory Task Force	Technical Support
HB 228	Rep. Ford	Funding Current Contractors	Technical Support
HB 775	Rep. Bentley	PACT Program; Investments, Enrollees	Technical Support
<b>Senate Bills</b>			
SB 162 Act 2010-725	Senator Ted Little	Funding Current Contractors	Technical Support
SB 193	Senator Ted Little	Funding Appropriated	Technical Support
SB 572	Senator Zeb Little	Prepaid Affordable College Tuition (PACT) Program, contracts further provided for PACT	Technical Support
SB 597	Senator Ted Little	Investments, Enrollees, Borrow AL Tr Fd	Technical Support

**2010 Regular Legislative Session  
Bills of Interest**

<b>Bills of Interest (Passed)</b>			
<b>House Bills</b>			
HB 37/ Act 2010-264	Rep. Fincher	Teachers, principals, and education employees, State Superintendent of Education, revocation of education certificate or termination of employment required for conviction of felony or sex offense involving a child, regarding Teacher Tenure Law, Teacher Accountability Act, and Fair Dismissal Act, Secs. 16-24-8.1, 16-24B-3.1, 36-26-102.1 added; Sec. 16-23-5 am'd. (2010-20138)	Monitored
HB 38/ Act 2010-497	Rep. Newton (D)	School employee engaging in sex act or deviant sexual intercourse with a student and school employee having sexual contact with a student, crimes of established, penalties	Monitored
HB 43/ Act 2010-556	Rep. Lindsey	Foundation Program, alternative method for calculating teacher units in certain extreme circumstances, State Superintendent of Education to approve, Sec. 16-13-232 am'd.	Monitored
HB 69/ Act 2010-690	Rep. Hubbard	Auburn University, board of trustees, teleconferencing and videoconferencing authorized, Sec. 16-48-7 am'd.	Monitored
HB 74/ Act 2010-691	Rep. Page	Veterans, honorably discharged who served in Vietnam War and who did not receive high school diploma due to service, may receive diploma, requirements specified, State Board of Education to develop criteria and guidelines, Sec. 16-1-37 am'd.	Monitored
HB 79/ Act 2010-210	Rep. Buskey	Education, State Superintendent of Education, county and city superintendents of education, Chancellor of Postsecondary Education, certain chief executive officers, vacancies, posting of notices required, Secs. 16-4-1.1, 16-60-111.9 added; Secs. 16-9-11, 16-12-1, 16-60-111.1 am'd.	Monitored
HB 109/ Act 2010-254	Rep. Knight	Economic development projects, qualifying projects for tax incentives, base wage requirements, amendments in Act 2009-722, effective date of new requirements delayed for applications filed by November 21, 2009	Monitored
HB 128/ Act 2010-232	Rep. Wren	Energy Policy, Permanent Joint Legislative Committee on, established, members, duties regarding state energy plan, subcommittees, reporting of recommendations to Legislature and Governor, Legislative Energy Policy Office, established	Monitored
HB 144/ Act 2010-129	Rep. Payne	Motor vehicles, commercial driver licenses, passenger vehicles and school buses (P and S endorsement), sex offenders prohibited from driving or obtaining licenses, penalties, Sec. 36-6-49.25 added	Monitored
HB 260/ Act 2010-557	Rep. Bentley	Income tax, employment, employers hiring persons receiving unemployment compensation or whose benefits have expired, tax deduction authorized, duties to Revenue Department, Reemployment Act	Monitored
HB 271/ Act 2010-558	Rep. Lindsey	Talladega College, appropriation	Monitored
HB 272/ Act 2010-559	Rep. Lindsey	Tuskegee University, appropriation	Monitored
HB 273/ Act 2010-560	Rep. Lindsey	Lyman Ward Military Academy, appropriation	Monitored
HB 276/ Act 2010-595	Rep. Lindsey	Education Appropriations Act for fiscal year ending September 30, 2010, debt service on certain bonds, funding from Capital Improvement Trust Fund reduced, funding from Education Trust Fund increased, supplemental appropriation for debt service on certain Public School and College Authority bonds, Act 2009-339, 2009 Reg	Monitored

**2010 Regular Legislative Session  
Bills of Interest**

HB 277/ Act 2010-561	Rep. Lindsey	Children First Trust Fund, receipts allocated for State Board of Education transferred to General Fund during fiscal year ending 2010	Monitored
HB 281/ Act 2010-696	Rep. Guin	Supplemental appropriation, for fiscal year ending September 30, 2010, to Walker County School System for capital improvements for tornado damage at Oakman Elementary School and to Lee County School System capital improvements for tornado damage at Wacoochee Junior High School	Monitored
HB 290/ Act 2010-553	Rep. Knight	General fund budget, appropriations for ordinary expenses of executive, legislative, and judicial departments	Monitored
HB 341/ Act 2010-612	Rep. Page	Etowah Co., sales and use tax, portion of proceeds distributed to capital projects, use for salary of certified personnel of school systems and Gadsden State Community College authorized during proration, Act 95-284, 1995 Reg. Sess.; Act 2009-302, 2009 Reg. Sess.; Act 2009-591, 2009 Reg. Sess. am'd.	Monitored
HB 455/ Act 2010-707	Rep. Taylor	Social Security number and birth date, person recording required and judge of probate authorized to redact, remove or make illegible on marriage licenses and public documents, including military discharge forms Sec. 12-13-22 am'd. (2010-20171)	Monitored
HB 504/ Act 2010-568	Rep. Newton (C)	Income tax, Alabama estimated individual and corporate income tax payments to conform to federal system, individual estimated tax payment threshold increased, corporate estimate tax payment threshold decreased, Secs. 40-18-80, 40-18-80.1 am'd.; Secs. 40-18-82, 40-18-83, 40-18-83.1, 40-18-85 repealed	Monitored
HB 585/ Act 2010-750	Rep. Lindsey	Teachers' Retirement System, Alabama Higher Education Partnership, Inc., officers and employees of authorized to participate	Monitored
HB 678/ Act 2010-604	Rep. Love	State employees, under Merit System, voluntary furlough plan approved by State Personnel Department, Sec. 36-26-26 am'd.; Act 2009-502, 2009 Reg. Sess. am'd.	Monitored
HB 724/ Act 2010-576	Rep. Lindsey	Education Trust Fund Appropriations Act, Legislature authorized to appropriate Public School Funds to local boards of education for operating expenses	Monitored
HB 743/ Act 2010-720	Rep. Lindsey	Public School and College Authority, bonds, issuance for public education, revenue appropriated and pledged from Public School Fund, refunding bonds authorized, portion expended to repay the Education Trust Fund for appropriations made in Act 2009-339 to the local boards of education for school bus fleet renewal, investments	Monitored
HJR 832/ Act 2010-632	Rep. DeMarco	Alabama Innovation Council Study Commission, established	Monitored
<b>Senate Bills</b>			
SB 50/ Act 2010-256	Senator Ross	Teacher's Retirement System, School Superintendents of Alabama, executive officers and employees authorized to continue to participate	Monitored
SB 121/ Act 2010-555	Senator Barron	Highways and other roads, Alabama Trust Fund, \$100 million transferred annually in 2010 to 2019, inclusive, distrib. of portion after appropriation to Transportation Department, distrib. of portion to counties and municipalities for transportation purposes, const. amend.	Monitored
SB 169/ Act 2010-219	Senator Butler	Hudson-Alpha Institute for Biotechnology, tax exemption, Sec. 40-9-34 reenacted	Monitored
SB 230/ Act 2010-131	Senator Means	Etowah Co., sales and use tax, portion of proceeds distributed to capital projects, use for salary of certified personnel of school systems and Gadsden State Community College authorized during proration, Act 95-284, 1995 Reg. Sess.; Act 2009-302, 2009 Reg. Sess.; Act 2009-591, 2009 Reg. Sess. am'd.	Monitored

**2010 Regular Legislative Session  
Bills of Interest**

SB 292/ Act 2010-212	Senator Sanders	Teachers' Retirement System and Employees' Retirement System, pension accumulation fund, accrued liability contribution rate authorized to be computed by Board of Control over 30-year period, Sec. 16-25-21, 36-27-24 am'd.	Monitored
SB 442/ Act 2010-551	Senator Butler	Public School and College Authority, authorized to sell and issue bonds for new school construction and renovation of existing school facilities in school systems directly impacted by 2005 Base Realignment and Closure, local school districts required to provide dollar for dollar match (2010-20875)	Monitored
SB 512 Act 2010-731	Senator Sanders	Public School and College Authority, issuance of bonds for loans to local boards of education under subsection (6) of Act 98-373, issuance under federal American Recovery and Reinvestment Act of 2009, issuance under other government programs providing cost-savings authorized, notes and other debt obligations authorized, Act 2009-813, 2009 1st Sp. Sess., now appearing as Sec. 16-16-14.1, am'd.; Sec. 16-16-14.1 am'd.	Monitored

**Bills of Interest (Did not pass)**

<b>House Bills</b>			
HB 5	Rep. Mitchell	Colleges, technical schools, and universities, use of appropriations by Legislature for lobbyists, prohibited	Monitored
HB 10	Rep. Mitchell	Legislature, persons employed by any entity that contracts with any two-year or four-year institution of higher education may not serve in Legislature,	Monitored
HB 45	Rep. Bridges	Same sex partner benefits, colleges and universities prohibited from offering	Monitored
HB 83	Rep. Love	Income tax, individuals, personal and dependent exemptions increased, phased out of optional standard deduction, provisions to be operational only after certified revenue growth in Education Trust Fund	Monitored
HB 99	Rep. Canfield	Education Trust Fund, fiscal year appropriation cap, Budget Stabilization Fund, Capital Fund, Pension Liability Fund, and Retiree Health Benefits Liability Fund, established, Education Trust Fund Rolling Reserve Act	Monitored
HB 203	Rep. Ball	Competitive bids, exemption granted to Legislature, certain colleges and universities, and Postsecondary Education Department for professional services, removed	Monitored
HB 308	Rep. Thigpen	Alabama G.I. and Dependents' Educational Benefit Act, children of certain disabled veterans eligible for education benefits for certain time period, retroactive effect, Sec. 31-6-6 am'd	Monitored
HB 327	Rep. Sanderford	Veterans, education benefits, qualifications altered, Sec. 31-6-11 am'd	Monitored
HB 439	Rep. Black	University of Alabama, board of trustees, age requirement altered	Monitored
HB 520	Rep. Sanderford	Institutions of higher education, requiring students to live on campus, prohibited	Monitored
HB 677	Rep. McClurkin	Public K-12 education, responsibilities of state and local boards of education and schools, authorizers, and charter schools provided for, application process and renewal, revocation and closure of schools as public schools, application of existing law and exemptions from provided, Innovative Charter Schools Act	Monitored

**2010 Regular Legislative Session  
Bills of Interest**

	HB 722	Rep. McLaughlin	Schools, Foundation Program, minimum instructional days altered	Monitored
<b>Senate Bills</b>				
	SB 30	Senator Sanford	Legislators' compensation, if Education Trust Fund or General Fund is placed in proration, legislative expense allowances and appropriations made to State Executive Commission on Community Services Grants, to be reduced by the proration percentage amount	Monitored
	SB 115	Senator Orr	Competitive bids, exemption granted to Legislature, certain colleges and universities, and Postsecondary Education Department for professional services, removed	Monitored
	SB 276	Senator Butler	Motor vehicles, distinctive license tags, for out-of-state colleges and universities, distrib. to Education Trust Fund for preventing and lowering rates of high school dropouts	Monitored
	SB 323	Senator Singleton	University of Alabama, board of trustees, age requirement altered, Section 264	Monitored
	SB 347	Senator Smitherman	Mandatory school attendance, increased from age 17 to 18, alternative education program further provided for, Sec. 16-28-3, 16-28-3.1 am'd.; Act 2009-564, 2009 Reg. Sess. am'd	Monitored
	SB 444	Senator Figures	Colleges and universities, boards of trustees, authorized to participate in meetings by telephone or video conference under certain conditions	Monitored
	SB 483	Senator Mitchem	Income tax, certain retirement plans from certain colleges, exempt	Monitored
	SB 484	Senator French	Public K-12 education, responsibilities of state and local boards of education and schools, authorizers, and charter schools provided for, application process and renewal, revocation and closure of schools as public schools, application of existing law and exemptions from provided, Innovative Charter Schools Act	Monitored

# Institutions of Higher Education

