

Alabama Commission on Higher Education

RSA Union Building, 100 North Union Street, Room 782

Montgomery, Alabama 36104

Office: 334-242-1998

Fax: 334-242-0268

Website: www.ache.alabama.gov

COMMISSION MEETING

March 12, 2010

9:00 a.m.

(Initially Convening as a Committee of the Whole)

Public Service Commission Hearing Room

RSA Union Building, 9th 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

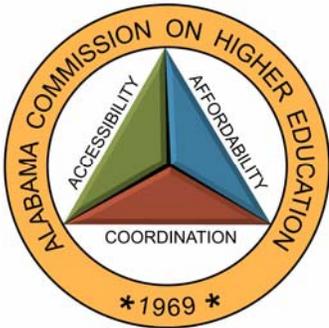
Finance & Accountability Committee

Ralph Buffkin, Chair
Drew Linn
Larry Hughes
Steve Shaw

Planning Committee

Drew Linn, Chair
William Powell
Philip Dotts
Roberta Watts

Sydney Raine pending appointment



AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

March 12, 2010

9:00 a.m.

Meeting of the Committee of the Whole

Chair, Steve Shaw

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

Regular Meeting

Chair, Tom Davis

- I. Call to Order
- II. Roll Call of Members and Determination of Quorum
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X. Adjournment

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

December 4, 2009

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, December 4, 2009 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Davis called the meeting to order at 9:00 a.m.

Commissioner Davis welcomed visitors, college presidents, and guests. The new chancellor of the Department of Postsecondary Education, Dr. Frieda Hill, was introduced. She commented that the mission of the Alabama College System is academic education, adult education, and workforce development. Dr. Hill stated that she believes in open and honest communication, shared decision-making, and good data collection. She thanked the Commission for the opportunity to comment.

II. Roll Call of Members and Determination of Quorum

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

Members absent: Roberta Watts, Philip Dotts, Drew Linn, and Sydney Raine.

III. Approval of Agenda

RESOLVED: Commissioner Ball moved to amend the agenda to include one information item, Trenholm State Technical College, New Exempt Off-Campus Site. Hughes seconded. The agenda was approved as amended.

IV. Consideration of Minutes of September 11, 2009

RESOLVED: Commissioner Ball moved for approval of the September 11, 2009 minutes. Commissioner Powell seconded. The minutes were approved.

V. Chairman's Report

Commissioner Davis commended the Planning Committee for their work for the past seventeen (17) months in developing the new State Plan for Higher Education. He thanked Susan Cagle for her work on the consolidated budget. He also thanked Dr. Meehan, the Council of Presidents (COP), and the ACHE Finance Committee for developing a strategy to present the Plan to the legislature. He expressed his appreciation to Dr. Fitch, Commissioners Shaw and Linn, Drs. Portera and Garrison for their efforts to resolve some challenges presented due to the COP Resolution on PK-20 and how it relates to work in progress with the State Department of Education.

He wished everyone a Merry Christmas.

VI. Executive Director's Report

Dr. Fitch thanked the ACHE staff. He stated that the staff is involved in a lot of activities that are not normally recognized as a role of ACHE. He announced that Diane Sherman and a representative from K-12 were appointed to the NCES Common Data Standards Technical Working Group; a federal initiative that will develop a set of voluntary, community developed common data standards that will facilitate the linking of data both within and across K-12 and postsecondary.

VII. Nominating Committee Report and Election of Officers

RESOLVED: On behalf of the Nominating Committee (Linn, Smith, Powell), Powell moved that the 2010 officers recommended are Tom Davis as Chair and Steve Shaw as vice-chair. No other nominations were made. Smith seconded. The recommendation of the Nominating Committee was unanimously approved.

VIII. Discussion Items

A. Status Report: Alabama Experimental Program to Stimulate Competitive Research (EPSCoR) Graduate Research Scholars Program (GRSP)

Dr. Chris Lawson, Associate Director, Alabama EPSCoR gave a brief overview through power point presentation of the EPSCoR program. He then introduced Dr. Frank Bartol, Associate Dean of the Veterinary School, Auburn University, who introduced Johanna Cannon, student of the Graduate Research Scholars Programs (GRSP).

Ms. Cannon gave a power point presentation explaining evolutionary relationships in the marine invertebrate phylum Hemichordata. A copy of the presentation is attached. She thanked the Commission on Higher Education for their support of the GRSP program.

B. Annual Report: U.S. Department of Education No Child Left Behind (NCLB) Title II (P.L. 107-110) FY 2008-2009 / Announcement of Competitive Grant Awards 2009-2010

Dr. French introduced Dr. John Pottenger, STARS project director, University of Alabama in Huntsville, who gave a brief overview of the STARS project. He distributed the *ACE-STAR Project Review*, a ten-year history of teachers who have been recipients of awards through the STARS project. A copy of the report is attached.

He then introduced Mr. David Miller, an economics teacher from Marengo High School, who told of his experiences through the program with the New York Stock Exchange. Mr. Miller thanked the Commission for its support and funding of the STARS project.

Dr. Pottenger invited Commissioners to visit some of the programs offered throughout the year.

Dr. French distributed a list of the FY 2009-2010 Competitive Grant Awards.

C. Annual Report: Non-Resident Institutional Review Activities for Calendar Year 2009

Dr. French reported that the number of institutions operating as foreign corporations continues to expand resulting in a 7% increase this year. There are over 400 programs offered by these institutions that have been approved by the staff prior to being licensed by the Department of Postsecondary Education. An inventory of the approved programs was provided to Commissioners.

She stated that eleven (11) institutions are strictly site based; fourteen (14) institutions are operating online programs only; and three (3) institutions offer a combination of on-site programs as well as online programs.

IX. Decision Items

A. Executive Budget Request for FY 2010-2011

RESOLVED: Commissioner Buffkin moved that the Commission accept the Finance and Accountability Committee's recommendation to approve the Executive Budget Request for FY 2010-2011. Commission members unanimously approved.

B. Unified Budget Recommendation (UBR) for FY 2010-2011

Susan Cagle distributed to Commissioners a copy of the Consolidated Budget Recommendation developed from Finance and Accountability Committee discussions. A copy is attached.

Commissioner Buffkin thanked Dr. William Meehan-JSU, for his support on behalf of the Council of Presidents.

RESOLVED: Commissioner Buffkin moved that the Commission accept the Finance and Accountability Committee's recommendation to approve the FY 2010-2011 Consolidated Budget Recommendation which included three priorities (copy attached). Commission members unanimously approved.

C. Report on the Facilities Master Plan & Capital Projects Requests for FY 2010-2011— FY 2014-2015

RESOLVED: Commissioner Buffkin moved that the Commission accept the Finance and Accountability Committee's recommendation to accept the Report on the Facilities Master Plan & Capital Projects Requests for FY 2010-1011—FY 2014-1015. Commission members unanimously approved.

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

Dr. Fitch commented that the State Plan was created over a 17-month period by a large group of representatives from colleges and universities, K-12, independent colleges, business and industry, parent groups, and chambers of commerce throughout Alabama; a first-time effort in a long-range plan to incorporate all interested parties and partners in this type of plan.

He explained that the Council of Presidents (COP) had suggestions and questions initially which have been answered. The COP then developed a resolution regarding the Plan and made a recommendation on Goal 3 (PK-20 Council).

Dr. Fitch stated that the creation of a PK-20 Council would not only be a performance measure but would be an advocacy group recognizing the circumstances and issues facing higher education at all levels, including K-12. The council will not replace ACHE since ACHE is a coordinating body designated to work with higher education as outlined by statute.

He informed the Commission that the State Department of Education has submitted a federal grant for over \$20 million dollars which will provide for each institution to receive \$100,000 to support an electronic transcript process. However, to receive this grant, there must be a PK-20 or P16 alternative in place.

RESOLVED: Commissioner Powell moved that the Commission approve the ACHE State Plan 2009-2014 as submitted by the Statewide Planning Advisory Committee. Smith seconded.

There was discussion regarding the opportunity for Dr. Garrison to meet with the Council of Presidents. In addition, there were concerns in regard to the timeline the Plan must be implemented.

The Chair called for the vote. 7 voted yes. 1 abstained. Motion passed.

E. Non-Resident Institutions: Resolution for Course Approval and Amendments to Chapter 300-2-1-.02 of the Alabama Administrative Code

Dr. French presented the Staff Recommendation to the Commission with a recommendation for approval. As requested by Commissioner Shaw, the Resolution was amended for clarification.

RESOLVED: Ball moved for approval with amendments. Commission members unanimously approved.

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

1. Drake State Technical College, Associate in Applied Technology (AAT) and Certificate in Medical Assisting Technology (CIP 51.0801)

Commissioner Ball stated that the Instructional Affairs Committee did not make a recommendation on this program due to concerns regarding institutional discussions (Drake, Northeast, Wallace-Hanceville) to offer this course jointly in order to cut costs.

Ms. Pearson distributed additional information received by the staff that clarified concerns expressed by the Instructional Affairs Committee.

RESOLVED: Smith moved that the Staff Recommendation to approve this program be accepted by the Commission. Coleman seconded. Motion passed unanimously.

2. Auburn University at Montgomery, Master of Science in Cybersystems and Information Security (CIP 11.1003)

RESOLVED: Commissioner Ball moved that the Commission accept the Instructional Affairs Committee's recommendation to approve Decision Items F2 through F5. Commission members unanimously approved.

3. University of Alabama in Huntsville, Master of Science and Doctor of Philosophy in Modeling and Simulation (CIP 11.0899)
4. Action on the Revision of Plans for Enterprise-Ozark Community College Submitted by the Alabama Department of Postsecondary Education
5. Action on Troy University's Request to Expand Specified Academic Programs to the Dothan Campus

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

RESOLVED: Commissioner Ball moved that the Commission accept the Instructional Affairs Committee's recommendations (one through four) as follows:

- Staff Recommendation 1: Approve as presented
- Staff Recommendation 2: Approve with a three-year waiver period
- Staff Recommendation 3: Approve with a three-year waiver period
- Staff Recommendation 4: Approve with a two-year waiver period

Commission members unanimously approved.

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

1. University of Montevallo, New Off-Campus Program (BBA in Management) at Jefferson State Community College, Chilton Campus

RESOLVED: Commissioner Ball moved that the Commission accept the Instructional Affairs Committee's recommendation to approve Decision Item G1. Commission members unanimously approved.

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

RESOLVED: Commissioner Ball moved that the Commission accept the Instructional Affairs Committee's recommendation to approve Decision Items H1 through H3. Commission members unanimously approved.

1. Auburn University, Addition of an Option in Marriage and Family Therapy to the Existing M.S. in Human Development and Family Studies (CIP 19.0799)
2. Auburn University, Alteration of Degree Nomenclature from the Doctor of Education to the Doctor of Philosophy in Educational Administration (CIP 13.0401) and in Career and Technical Education (CIP 13.1319)
3. University of South Alabama, Addition of Concentrations in Economics and Finance to the Bachelor of Science in Banking and Finance (CIP 52.0801)

X. Information Items

RESOLVED: Commission members accepted Information Items A through K.

- A. Auburn University at Montgomery, Establishment of the Informatics Institute
- B. University of Alabama in Huntsville, Establishment of the Center for System Studies

- C. University of Alabama at Birmingham, Reorganization of Biomedical Sciences Graduate Training
- D. Drake State Technical College, New Exempt Off-Campus Site
- E. Annual Off-Campus Site Follow-up Reports for Academic Year 2008-2009
- F. Changes to the Academic Program Inventory
- G. Implementation of Approved Programs
- H. Post-Implementation Reports from Alabama State University and the University of Alabama at Birmingham
- I. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)
- J. Implementation of Non-Degree Programs at Senior Institutions
- K. Trenholm State Technical College, New Exempt Off-Campus Site

XI. Adjournment

The meeting was adjourned at 10:45 a.m. The next meeting of the Commission is scheduled for March 12, 2010.

Thomas P. Davis, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2010.

Gregory G. Fitch, Executive Director

Notary Public

DISCUSSION ITEM A: Fall 2009 Student Data

Staff Presenter: Mrs. Diane Sherman
Director, Research Services

Staff Recommendation: For discussion only.

Staff has processed Fall 2009 enrollment data from all the 2-year and 4-year institutions. Data from the public institutions were used to create the mandated reports and the Institutional Student Profiles. Those reports will be published on the Commission's web site and copies of the Fall 2009 Institutional Student Profiles will be printed and distributed to each member of the legislature during the current legislative session.

State law requires participation of all Alabama public institutions in the Alabama Statewide Student Database; however, with support from General Paul Hankins, President of the Alabama Association of Independent Colleges and Universities (AAICU), we began in 2008 working with member colleges of the AAICU to encourage their voluntary participation.

As a result, three of Alabama's independent colleges have also submitted data to the Commission for Fall 2009: Huntingdon College, Judson College and Spring Hill College. Staff is excited to have these first submissions from these independent colleges. Data highlighting these three institutions will also be included in the Fall 2009 Institutional Student Profiles.

We look forward to expanding this voluntary participation with other independent members next year. By including data from the Alabama Independent Colleges and Universities, we will be able to paint a true picture of higher education across the entire state of Alabama.

Supporting Documentation: None.

DECISION ITEM A: 2008-2009 Annual Report: Alabama Commission on Higher Education

EXECUTIVE SUMMARY

Reason for Action: According to Section 16-5-10(9) of the Code of Alabama, the Alabama Commission on Higher Education is required to submit to the Governor and the Legislature an annual report highlighting the designated fiscal year activities of the Commission.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 12, 2010

DECISION ITEM A: 2008-2009 Annual Report: Alabama Commission on Higher Education

Staff Presenter: Mrs. Margaret Gunter
Director of Communications and Governmental Relations

Staff Recommendation: That the Commission accept the 2008-2009 Annual Report.

Background: According to Section 16-5-10(9) of the Code of Alabama, the Alabama Commission on Higher Education is required to submit to the Governor and the Legislature an annual report highlighting the designated fiscal year activities of the Commission.

Supporting Documentation: Annual Report

DECISION ITEM B-1: Northwest Shoals Community College, Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)

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: According to the institution, the proposed program will prepare qualified personnel in north Alabama to maintain existing equipment located in plants throughout the region, as well as meet the needs of future industrial businesses that may locate in the region.

Role: The proposed program is within the instructional role recognized for Northwest Shoals Community College.

Mode of Delivery: According to the proposal, ten percent of the general education courses will be offered through distance education modalities. Because of the hands-on nature of the proposed program, no industrial maintenance courses will be offered on-line.

Similar Programs: The following institutions have similar Industrial Maintenance Technology programs: Trenholm State Technical College; Drake State Technical College; Faulkner State Community College; Wallace State Community College (Selma); Gadsden State Community College; Southern Union State Community College; Wallace State Community College (Dothan); and Northeast Alabama Community College. The closest program is located at Drake State Technical College in Huntsville, Alabama, approximately 69 miles away from NWS.

Collaboration: The proposal stated that courses taught in the proposed program are common to all Alabama two-year colleges offering the Industrial Maintenance Technology degree. However, the sharing of equipment, instructors, or facilities between NWS and other two-year institutions in the state would not be cost effective due to the distance of the other institutions.

Resources: A total of \$75,000 in new funds will be needed for the program in the first five years, and a total of \$262,140 will be available through tuition, extramural funds, and internal reallocation.

Public Review: The program was posted on the Commission website from January 4 until January 25 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. By 2014, there will be over 10,000 job openings projected in the state for the proposed program, and over 800 openings in the institution's service area.
2. According to the proposal, local industry surveys reveal an anticipated 51percent increase in the need for industrial workers in the next 2 years, and a 138 percent increase over the next 5 years.

DECISION ITEM B-1: Northwest Shoals Community College, Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Industrial Maintenance Technology 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 March 12, 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 10, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2010-11 through 2014-15 (five-year average) will be at least 15 (certificate & associate completers), 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 will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Northwest Shoals Community College (NWS) 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. Northwest Shoals Community College proposal, dated October 27, 2009. Available upon request.

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

Attachment 1

INSTITUTION Northwest Shoals Community College

PROGRAM Associate in Applied Science and Certificate in Industrial Maintenance Technology

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	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
EQUIPMENT	\$0	\$25,000	\$10,000	\$10,000	\$10,000	\$55,000
STAFF	0	0	0	0	0	0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$10,000	\$35,000	\$10,000	\$78,610	\$78,610	\$75,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
INTERNAL REALLOCATIONS	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$32,500
EXTRAMURAL	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
TUITION	\$14,440	\$20,160	\$25,920	\$31,680	\$37,440	\$129,640
TOTAL	\$40,940	\$46,660	\$52,420	\$58,180	\$63,940	\$262,140

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	20	25	30	35	25
NEW ENROLLMENT HEADCOUNT	15	5	10	10	10	10
DEGREE COMPLETION PROJECTIONS	6	16	18	18	18	15

Attachment 2

Summary of Background Information

Associate in Applied Science and Certificate in Industrial Maintenance Technology
 Northwest Shoals Community College

Role: The proposed program is within the instructional role currently recognized for Northwest Shoals Community College.

Objectives: According to the proposal, graduates of the proposed program will have the necessary skills to be employed in numerous industrial settings. The proposed program will accomplish the following:

- The proposed program will offer an Associate in Applied Science degree, a Certificate, and a short-term certificate. This combination of awards will meet the current and future needs in Industrial Maintenance Technology in the northwest Alabama region.
- The proposed program will provide local industry with highly qualified personnel with the ability to set up, install, troubleshoot, and maintain industrial systems.
- The proposed program will enable the college to offer a high demand occupational program which will give students the opportunity to enter the industrial workforce at the local, regional, or state level.
- The proposed program will give students a career pathway to provide secure employment in a high wage, high demand field of employment.
- The proposed program will enable the college to offer affordable and accessible training in our service area to meet the various disciplines of industrial mechanics.

Administration: The program will be administered by William Garner, Program Director.

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

Prefix #	Course Title	Theory	Lab	Semester Hours
INT 118	Fundamentals of Industrial Hydraulics and Pneumatics	1	2	3
INT 121	Industrial Hydraulics Troubleshooting	1	2	3
INT 127	Principles of Industrial Pumps and Piping Systems	2	1	3
INT 161	Blueprint Reading for Industrial Technicians	3	0	3
INT 107	Fundamentals of Electricity	3	0	3
INT 120	Concepts of Direct Current	3	2	5
INT 122	Concepts of Alternating Current	3	2	5
INT 158	Industrial Wining	1	2	3
INT 206	Industrial Motors	1	2	3
INT 212	Industrial Motor Controls	1	2	3
INT 184	Introduction to Programmable Logic Controls	2	1	3
INT 284	Advanced Programmable Logic Controls	1	2	3

AAS Program Completion Requirements:

- Credit hours required in skills emphasis – 52 sh
- Credit hours in institutional general education or core curriculum – 22 sh
- Total credit hours required for completion – 74 sh

Certificate Completion Requirement:

- General education requirement – 6 sh
- Technical requirement – 52 sh
- Total credit hours required for completion – 58 sh

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

Licensure: The proposal stated that there is no licensure examination for the proposed program.

Collaboration: According to information submitted by the institution, courses taught in the proposed program are common to all Alabama two-year colleges offering the industrial maintenance technology degree. However, the sharing of equipment, instructors, or facilities between NWS and other two-year institutions in the state would not be cost effective due to the distance of the other institutions.

Distance Education: According to the proposal, ten percent of the general education courses will be offered through distance education modalities. Because of the hands-on nature of the proposed program, no industrial maintenance courses will be offered on-line.

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

Need: According to information submitted by NWS, the proposed program will provide the Shoals area with a group of qualified workers to fill current and anticipated jobs in industrial maintenance and related areas. While many of the needs for industrial systems technicians in the areas of manufacturing, paper and pulp, and chemical plants are being met as a result of many other disciplines, it is clear that the industrial maintenance needs in the various manufacturing industries are real and currently not being met. The unemployment rate in region one workforce area is 13.2 percent as of June 2009.

Total projected job openings that include growth and replacement demands in the institution's service area reveal the following:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
College Service Area	177	177	178	178	178	888
State	2040	2040	2040	2040	2040	10,200

Source for state projection: Alabama occupational projections through 2016, in the Alabama Department of Industrial Relations.

Surveys were given to local industry to identify the overall need for industrial mechanics and what particular disciplines were needed. A total of 15 employers were surveyed. Data collected from the surveys show that employers anticipate a 51percent increase in the next 2 years and a 138 percent increase over the next five years.

Student Demand: The proposal stated that a survey was given to local area vocational students to determine interest in the proposed program. The group surveyed indicated that 54 percent were at least somewhat likely to very likely to enroll in the proposed program. Further, 59 percent indicated that they were somewhat interested to very interested in industrial systems technology as a career.

Additionally, a survey was given to students currently enrolled in other programs such as welding, automotive technology, machine tool technology and electronics. A total of 84 percent of students indicated that they were somewhat likely to very likely to enroll in the proposed program. A total of 85 percent indicated they were very interested in the proposed industrial maintenance technology program as a career.

Resources:

Faculty/Staff:

One primary full-time faculty member will be available to teach in the program.

Staff support is adequate and no additional support staff will be needed or provided for the proposed program. According to NWS officials, three part-time primary faculty members that teach full-time in other program areas at NWS will provide instruction in the proposed program on a part-time basis.

Equipment/Facilities: According to NWS, the institution has acquired new mechanical and hydraulic trainers through a workforce development grant. The new equipment will allow the start-up of the proposed program. According to the proposal, as enrollment increases it will be necessary to add new equipment. The institution will continue to seek state workforce development and Department of Labor money to continually upgrade the proposed program.

The building previously used to house the machine tool technology program at NWS will be renovated to house the proposed industrial maintenance technology program, according to the proposal. The cost of the renovation will be very minimal, only requiring a fresh coat of paint.

Library: The NWS learning resource center collection includes more than 20,000 volumes of print and non-print materials to support, enhance, and supplement the curricula of the institution. The learning resource center staff works to ensure that instructional faculty members have input on the collection development process, as well as opportunities to suggest items which should be discontinued or added.

Program Budget: NWS projects a total of \$75,000 in estimated new funds will be required to support the proposed program. A total of \$262,140 will be available through internal allocation, extramural funds, and tuition.

Attachment 3

NWS
 Associate in Applied Science in
 Industrial Maintenance Technology

APPENDIX A
 Associate in Applied Science Curriculum by Semester

First Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
MTH	100	College Algebra	3	0	3
ENG	101	English Composition	3	0	3
INT	118	Fundamentals of Industrial Hydraulics and Pneumatics	1	2	3
INT	121	Industrial Hydraulics Troubleshooting	1	2	3
		Total Hours			12

Second Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
CIS	146	Computer Information Systems	3	0	3
MTH	103	Intro to Technical Mathematics	3	0	3
INT	127	Principles of Industrial Pumps and Piping Systems	2	1	3
INT	161	Blueprint Reading for Industrial Technicians	3	0	3
		Total Hours			12

Third Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
MSP	135	Millwright	1	2	3
MSP	136	Machine Repair	1	2	3
WDT	157	Consumable Process Theory	3	0	3
WDT	158	Consumable Process Lab	0	3	3
		Total Hours			12

Fourth Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
PHS	111	Physical Science	3	2	4
ART	100	Art Appreciation	3	0	3
INT	107	Fundamentals of Electricity	3	0	3
INT	158	Industrial Wiring	1	2	3
		Total Hours			13

Fifth Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
HIS	201	US History	3	0	3
INT	120	Concept of Direct Current	3	2	5
INT	122	Concept of Alternating Current	3	2	5
		Total Hours			13

Sixth Semester

DPT	Course Number	Course Title	Theory Hours	Lab Hours	Total Hours
INT	206	Industrial Motors	1	2	3
INT	212	Industrial Motor Controls	1	2	3
INT	184	Into to Programmable Logic Controls	2	1	3
INT	284	Advance Programmable Controls	1	2	3
		Total Hours			12

Career Certificate

September 2008

Career Certificate	Credit Hours
General Education Requirements	6
Technical core INT Requirements	52
Additional Major (INT) Technical Courses	0
Required Elective Courses	0
Total Required for Degree	58

DECISION ITEM B-2: Alabama State University, Bachelor of Science in Rehabilitation Services (CIP 51.2399)

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 will prepare students to become rehabilitation service providers who possess the skills, and cultural competence needed to provide rehabilitation services to both the traditional and underserved communities, particularly as related to persons with addictions.

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

Mode of Delivery: According to the proposal, distance education technology will not be used for the proposed program initially; however, it will be utilized in the future.

Similar Programs: Currently, Troy University (TROY) offers a Bachelor of Arts and a Bachelor of Science in Rehabilitation at CIP code 51.2399 in the Commission's Academic Program Inventory.

Collaboration: Troy University offers a Bachelor of Arts and a Bachelor of Science degree in Rehabilitation at CIP code 51.2399 in the Commission's Academic Program Inventory. However, TROY does not offer a concentration in Addiction Studies. Recently, communications have begun between ASU and Troy University to establish an agreement to allow TROY students the opportunity to enroll in courses for the proposed program, particularly the addiction studies courses. Similarly, ASU students would have the opportunity to take rehabilitation services courses at TROY. According to ASU officials, negotiations are ongoing.

Resources: The proposal projected that a total of \$861,013 in estimated new funds will be required to support the proposed program. A total of \$1,094,463 will be available through extramural funds and tuition.

Public Review: The program proposal was posted on the Commission website from January 13 through February 2 for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. The development of the proposed program is in direct response to the 1998 Amendments to the Rehabilitation Act, to increase the number of individuals from underrepresented populations who serve as deliverers of rehabilitation services.
2. The Alabama Department of Rehabilitation Services (ADRS) and other community rehabilitation agencies in the surrounding areas expressed a dire need for additional individuals from underrepresented populations to assume rehabilitation service provider positions in their agencies.
3. According to ASU, the proposed program's concentration in addiction studies satisfies a local, state, regional, and national need that is presently not offered at other state institutions.

DECISION ITEM B-2: Alabama State University, Bachelor of Science in Rehabilitation Services (CIP 51.2399)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Rehabilitation Services 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 March 12, 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.

The institution has requested a two-year start-up period for the proposed program.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2012-13, will be at least 21, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2016-17 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted 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.

Alabama State University (ASU) 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, 2017.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.

4. Alabama State University program proposal, dated September 11, 2009. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, March 12, 2010

INSTITUTION Alabama State University

PROGRAM Bachelor of Science in Rehabilitation Services

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM						
	Year 3	Year 4	Year 5	Year 6	Year 7	
	2012-13	2013-14	2013-14	2015-16	2016-17	TOTAL
FACULTY	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$420,000
LIBRARY	\$9,365	\$10,300	\$11,330	\$12,000	\$12,000	\$71,249
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
STAFF	\$20,000	\$21,000	\$22,050	\$23,153	\$24,311	\$110,514
OTHER Traineeship	\$59,750	\$0	\$0	\$0	\$0	\$179,250
TOTAL	\$89,115	\$51,310	\$53,380	\$55,153	\$56,311	\$861,013

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT						
	Year 3	Year 4	Year 5	Year 6	Year 7	
	2012-13	2013-14	2013-14	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$75,000	\$0	\$0	\$0	\$0	\$225,000
TUITION	\$117,495	\$156,660	\$156,660	\$180,159	\$180,159	\$869,463
TOTAL	\$192,495	\$156,660	\$156,660	\$180,159	\$180,159	\$1,094,463

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS						
	Year 3	Year 4	Year 5	Year 6	Year 7	
	2012-13	2013-14	2013-14	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	20	20	23	23	21
NEW ENROLLMENT HEADCOUNT	14	13	14	12	15	14 5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	2	5	8	12	13	8

* The Institution has requested a two-year start-up period; therefore this table shows years 3 – 7.

Attachment 2

Summary of Background Information

Bachelor of Science in Rehabilitation Services
Alabama State University

Role: The proposed program is within the instructional role recognized for Alabama State University (ASU).

Objectives: The proposed program will prepare students to become rehabilitation service providers who possess the skills and cultural competence needed to provide rehabilitation services to both the traditional and underserved communities, particularly as related to persons with addictions.

Additionally, according to ASU, graduates of the proposed program will:

1. Apply theories of addiction, counseling, independent living, and vocational rehabilitation to one's ability to function in society;
2. Demonstrate ethical and professional behaviors that are congruent with the core values and code of ethics and standards of the National Association of Alcoholism and Drug Abuse (NAADA) and the Commission on Rehabilitation Counselor Certification (CRCC);
3. Appropriately assess a consumer's economic, educational, emotional, medical, physical, psychosocial, and vocational status;
4. Develop and document a rehabilitation plan for consumer (with or without disabilities), which requires counseling interventions that are appropriate to the consumer's status and desired goals;
5. Demonstrate management skills including planning, organizing, supervising, delegating and practicing as a member of a multidisciplinary team;
6. Appropriately assess intervention outcomes;
7. Practice in a culturally competent manner;
8. Demonstrate life-long learning and commitment to public community service.

According to the proposal, the criteria for program success will be established through the following:

Alumni Outcome

This survey will include questions about the programs expected student outcomes, which will include information about their ability to appropriately assess persons with disabilities as well as economic, educational, emotional, medical, physical, psychological, and vocational needs. The survey will also provide program alumni the opportunity to give comments related to their opinion regarding the ability of the program to prepare them to serve persons with disabilities effectively, and to comment on areas where they believe program improvement can be made.

Employer/Supervisor Survey

Graduates will be sent an employer/supervisor survey. They will be asked to forward the information to the appropriate person. This survey will include questions about the programs expected outcomes, as well as information about the graduates' ability to meet the needs of consumers with disabilities and society through ethical behavior, continued competence and advocacy for the profession. The survey will allow for comments related to supervisors' opinions regarding the ability of the program to prepare graduates to practice effectively, and to comment on areas where they believe program improvement can be made.

Senior Comprehensive Examination

Students in their final semester will be given a Senior Comprehensive Examination. This examination will include a 100 item multiple choice examination that will include a representative sample of questions from each professional level course.

Fieldwork Evaluation

Students enrolled in the fieldwork courses (REH 401 and 402) will be given a fieldwork evaluation. They will be asked to forward the fieldwork evaluation to the appropriate site supervisor at the end of their field placement. This survey will include questions related to program expected outcomes, as well as information about students' ability to meet the needs of consumers with disabilities in a competent and ethical behavior. The fieldwork evaluation will also invite comments related to site supervisors' opinions regarding the ability of the program to prepare students to practice effectively and to comment on areas where they believe program improvement can be made.

Faculty Feedback

Full-time and part-time faculty members will be asked to participate. This survey will include questions about the program's outcomes, as well as information about the graduates' ability to meet the needs of consumers with disabilities and society through ethical behavior, continued competence and advocacy for the profession. Faculty will have the opportunity to include comments related to their opinion regarding the ability of the program to prepare graduates to serve consumers with disabilities effectively and to comment on areas where they believe program improvement can be made in the outcome areas identified.

Student Exit Interview

The program will use a senior exit interview to identify personal and group opinions about their readiness for entry-level positions in the vocational rehabilitation, addictions, and/or human service sectors. This data will be analyzed each summer for presentation at the annual opening faculty meeting in August.

Tool:	Timeline for collection and analysis:
Alumni Survey	Summer semester (to include those 1, 3, and 5 years since graduation)
Senior Comprehensive Exam	Each semester (if applicable)
Fieldwork Evaluation	Each semester (if applicable)
Employer Survey	Summer semester
Faculty feedback (curriculum review)	Spring semester (collected) Summer (analyzed)
Student exit interview	Final semester (collected) Summer (analyzed)

Administration: The program will be administered by Dr. Denise Chapman, Dean, College of Health Sciences.

Accreditation: According to the proposal, there are no accreditation standards for undergraduate programs in rehabilitation services. However, the Council on Rehabilitation Education (CORE) initiated a registry of undergraduate rehabilitation services programs in 1998 which recognizes programs that meet curriculum and outcome standards/guidelines that are modeled after CORE accreditation standards for graduate programs in rehabilitation counselor education.

Curriculum: Program completion requirements are shown below.

- Credit hours required in major: 57 semester hours (sh)
- Credit hours in general education or core curriculum: 42 (sh)
- Credit hours in required or free electives: 21 (sh)
- Total credit hours required for completion: 120 (sh)

The following new courses have been developed for the proposed program:

REH 201 Introduction to Rehabilitation Services	3 sh
REH 301 Theories in Counseling	3 sh
REH 302 Medical Aspects	3 sh
REH 303 Case Management and Recording	3 sh
REH 304 Counseling Skills and Techniques	3 sh
REH 305 Vocational Development	3 sh
REH 306 Assessment in Rehabilitation	3 sh
REH 307 Assistive Technology and Resources	3 sh
REH 308 Diversity and Disability	3 sh
REH 309 Psychosocial Aspects	3 sh
REH 310 Introduction to Addictions	3 sh
REH 311 Pharmacology in Addictions	3 sh
REH 312 Treatment Strategies in Addictions	3 sh
REH 401 Fieldwork in Rehabilitation I	3 sh
REH 402 Fieldwork in Rehabilitation II	3 sh
REH 405 Group Process	3 sh
REH 406 Seminar in Rehabilitation	3 sh
Electives	6 sh

Additional requirements for the proposed program:

Fieldwork Placement

Courses REH 401 & 402 (Fieldwork in Rehabilitation I & II) shall consist of a total of six credit hours that will be conducted over a two semester period. Each fieldwork placement will be three credit hours. Students will be required to complete 225 clock hours for each fieldwork experience for a total of 450 clock hours. During the fieldwork placements, students will be: 1) exposed to programmatic and administrative components of the rehabilitation facility; 2) given the opportunity to review policies and procedures of the rehabilitation facility; 3) observing the practice of Rehabilitation Services and demonstrating basic competencies; introduced to staff whereby they will be able to experience and demonstrate pertinent roles and functions of staff; 4) made aware of confidentiality procedures; and 5) made aware of ethics in the workplace. In addition, to on-site supervision, students will receive weekly supervision under the guidance of a faculty supervisor.

Senior Comprehensive Examination

As a requirement for graduation, eligible seniors in the proposed program will be given a senior comprehensive examination that will assess students' competence of the breadth of knowledge in the rehabilitation services profession that will include the addictions profession.

Collaboration: Currently, Troy University offers a Bachelor of Arts and a Bachelor of Science degree in Rehabilitation at CIP code 51.2399 in the Commission's Academic Program Inventory. However, TROY does not offer a concentration in Addiction Studies. Recently, communications have begun between ASU and Troy University to establish an agreement to allow TROY students the opportunity to enroll in courses for the proposed program, particularly the addiction studies courses. Similarly, ASU students would have the opportunity to take rehabilitation services courses at TROY. According to ASU officials, negotiations are ongoing.

Distance Education: According to the proposal, distance education technology will not be used for the proposed program initially; however, it will be utilized in the future.

Admissions: Prospective students will be provided with relevant information about the proposed program in rehabilitation services. Students in their junior year will go through a screening process. The screening process involves giving interested individuals an application packet that includes the dear prospective student cover letter, ASU's undergraduate application for

admission, program marketing brochures, an autobiographical statement form, and two letters of reference forms. Next, the program coordinator will confer with interested applicants and the ASU office of admission and recruitment officials to determine if official acceptance into the university has been granted. Completed program application materials are screened by the program coordinator and full-time program faculty to ensure that applicants meet the proposed program's minimal 2.5 GPA requirement, have acceptable letters of reference, and submission of quality autobiographical statements. Applicants who apply will be contacted via official written correspondence to inform them of acceptance or rejection. Individuals who are not selected are informed of areas of deficiencies within the application process. These individuals will be encouraged to correct these deficiencies and reapply at a later time.

Need: According to the proposal, ASU is proposing the Bachelor of Science in Rehabilitation Services to assist the Alabama Department of Rehabilitation Services (ADRS) and affiliate community rehabilitation programs in meeting the needs of persons with disabilities, particularly those from minority backgrounds. The development of this program is in direct response to the charge found in Section 21 of the 1998 Amendments to the Rehabilitation Act, to increase the number of individuals from underrepresented populations who serve as deliverers of rehabilitation services.

According to the Bureau of Labor Statistics (2006), the total projected openings (including both growth and replacement demands) for the state of Alabama will be approximately 50 rehabilitation services related positions. There will be an expected growth of the profession of more than 19 percent. Based on a June 12th 2009 telephone interview with Jane Elizabeth Burdeshaw, Director of Human Resources (ADRS), data from the 2009 ADRS State Plan suggest that there was an 8 to 9 percent vacancy rate among rehabilitation counselors in the state. Of those vacancies, 56 percent of these were due to retirement, and 44 percent of those vacancies were attributed to resignation or other forms of termination. Likewise, according to the recent past Commissioner of ADRS, Steven Shivers, 25 percent of the rehabilitation staff and 40 percent of the supervisory rehabilitation staff were currently eligible for retirement. Additionally, it is projected that many of the rehabilitation counselors will move into administrative positions created by retiring staff, creating an even greater need for additional rehabilitation counselors.

Projected Job Openings
Rehabilitation Counselors

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	10	10	10	10	10	50
State	60	60	60	60	60	300
SREB	380	380	380	380	380	1,900
Nation	1,200	1,200	1,200	1,200	1,200	6,000

Source: Alabama Department of Industrial Relations (Alabama Occupational Projections 2006-2016 & 2008 United States Bureau of Labor Statistics)

Projected Job Openings
Additions

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	10	10	10	10	10	50
State	40	40	40	40	40	200
SREB	430	430	430	430	430	2,150
Nation	4,510	4,510	4,510	4,510	4,510	22,550

Source: Alabama Department of Industrial Relations (Alabama Occupational Projections 2006-2016 & 2008 United States Bureau of Labor Statistics)

Student Demand: According to ASU, the methodology for determining enrollment projections was based on results from a systematic marketing plan to local and state-wide high schools, local and state-wide junior/community colleges, state and regional Historically Black Colleges and Universities (HBCUs), agencies that serve persons from traditionally underserved populations, and the Alabama Career Centers. The marketing presentations resulted in 100 requests for additional information about the proposed program.

Resources:

Faculty/Staff:

Current Primary Faculty—

Full-time: 1
Part-time: 0

Current Support Faculty--

Full-time: 0
Part-time: 3

Additionally, 1 full-time primary faculty member will be hired to teach in the program during the first five years.

Support Staff: Presently, a grant funded by the U.S. Department of Education Rehabilitation Services Administration provides funding for a half-time (20 hrs per week) staff associate. This person is assigned to provide general clerical duties and management of the office. With the approval of the proposed program, it is expected that a staff associate will be assigned on a full-time 40 hours per week basis. The college also provides additional support through the health science coordinator and the audio/visual computer technician. Additionally, the Rehabilitation Services Administration Long Term Training Grant will provide funds for student traineeships and stipends for four years.

Equipment: According to ASU, no specialized equipment will be needed for the proposed program. Start-up equipment such as laptops, desktop computers and printers was provided by grant funding. However, ASU officials state that, by year 5, equipment for the proposed program will need to be replaced.

Facilities: The program will be housed in the College of Health Sciences in the John L. Buskey Health Sciences Center, a 15 million facility that consists of 80,000 square feet for academic and research endeavors. Facilities required for the proposed program are faculty and classroom space, currently available in the Buskey Center. This state of the art center offers 10 smart classrooms, 6 clinical skills laboratories, a gross anatomy lab, a large general computer lab, 3 student resource centers, an interdisciplinary clinic, 4 conference rooms, and 4 research laboratories. The Buskey Center also has an auditorium that seats 209, which is equipped for teleconferencing and connecting to universities throughout the region, as well as 2 video conferencing rooms.

Library: According to the proposal, the Levi Watkins Learning Center's university library collection supports existing graduate programs in occupational therapy, physical therapy, rehabilitation counseling, school counseling and general counseling.

Program Budget: The proposal projected that a total of \$861,013 in estimated new funds will be required to support the proposed program. A total of \$1,094,463 will be available through tuition and extramural funds.

ASU
Bachelor of Science
Rehabilitation Services with Concentration in Addiction Studies

PROPOSED (Subject to Change) CURRICULUM GUIDE
REHABILITATION SERVICES WITH A CONCENTRATION IN ADDICTION STUDIES PROGRAM
(Leading to the Bachelor of Science Degree)

NAME _____ SSN _____ DATE _____

AREAS I-IV - CORE CURRICULUM - 42 Hours

Course	Hours	Grade	Hours		Course	Hours	Grade	Hours		
			Q	S				Q	S	
ENGLISH COMPOSITION - 6 Hours					HISTORY, SOCIAL & BEHAVIORAL SCIENCES - 12 Hours					
ENG 131 English Comp. (or 140 Honors)	3				HIS 131 World History **	3				
ENG 132 English Comp. (or 141 Honors)	3				HIS 132 World History **	3				
HUMANITIES and FINE ARTS - 12 Hours					GEO 206 World Geography *					
HUM 103 Humanities through the African..*	3				PSY 251 General Psychology	3				
ENG 209 Introduction to Literature **	3				NATURAL SCIENCES AND MATHEMATICS - 11 Hours					
ENG 210 Introduction to Literature**	3				BIO 127 General Biology	4				
<i>Choose 1 from the following.....</i>					BIO 128 General Biology	4				
ART 131 Art Appreciation	3				MAT 136 Finite Math or 137 College Algebra	3				
THE 111 Introduction to Theatre Arts	3				ORIENTATION - 1 Hour					
MUS 121 Music Appreciation	3				ORI 100 Freshman Orientation	1				
Humanities Requirement										
SPE 205 Public Speaking	3									
TOTAL REQUIRED CORE HOURS						42				

*Students originating at ASU requirement.

**Students satisfying the 6 semester hour literature sequence (ENG 209 and 210) are only required to complete 3 semester hours of history sequence (HIS 131 or 132) and are not required to take a humanities elective. Students satisfying the 6 semester hour history sequence (HIS 131 and 132) are not required to complete the 6 semester hour literature sequence (ENG 209 or 210) and are only required to take one history, social and behavioral science elective.

AREA V - REQUIRED SUPPORT COURSES - 21 HOURS

Course	Hours	Grade	Hours		Course	Hours	Grade	Hours		
			Q	S				Q	S	
PSY 306 Inferential Statistics	3				PSY453 Psycho Methodology & Research	3				
PSY 353 Abnormal Psychology	3				CIS 205 Intro to Computer Info Systems or	3				
PSY 360 Developmental Psychology	3				CIS 210 Intro to Computer Systems					
PSY 375 Intro to Developmental Disabilities	3									
PSY 430 Applied Behavior Analysis	3									
TOTAL REQUIRED SUPPORT HOURS						21				

GPA-Upon application for admission _____

PROFESSIONAL LEVEL COURSES - 57 HOURS (Official Acceptance to Program Required)

Course	Hours	Grade	Hours		Course	Hours	Grade	Hours		
			Q	S				Q	S	
REH 201 Intro to Rehabilitation Services	3				REH 309 Psychosocial Aspects	3				
REH 301 Theories in Counseling	3				REH 310 Introduction to Addictions	3				
REH 302 Medical Aspects	3				REH 311 Pharmacology in Addictions	3				
REH 303 Case Management & Recording	3				REH 312 Treatment Strategies in Addictions	3				
REH 304 Counseling Skills and Techniques	3				REH 401 Fieldwork in Rehabilitation I	3				
REH 305 Vocational Development	3				REH 402 Fieldwork in Rehabilitation II	3				
REH 306 Assessment in Rehabilitation	3				REH 405 Group Process	3				
REH 307 Assistive Technology and Resources	3				REH 406 Seminar in Rehabilitation	3				
REH 308 Diversity and Disability	3				Electives	6				
TOTAL PROFESSIONAL LEVEL HOURS						57				
TOTAL SEMESTER HOURS REQUIRED						120				

DECISION ITEM B-3: Auburn University at Montgomery, Bachelor of Science in Organizational Leadership (CIP 52.1003)

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 Bachelor of Science degree program in Organizational Leadership will prepare students to become leaders in community, non-profit, government, and military management fields. The proposed program is designed for students who seek to develop skills in leadership through the methodology of study, practice, and experimentation.

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

Mode of Delivery: According to the proposal, AUM is currently expanding its online course offerings in an attempt to offer, as a minimum, all of the general education core course requirements online. AUM officials state that 59 percent of the courses in the commissioning track will be available online, as well as 68 percent of the courses from the non-commissioning track.

Similar Programs: There are no similar programs under CIP Code 52.1003 listed in the Commission's Academic Program Inventory. However, there are universities outside the state that offer a B.S. in Organizational Leadership. Some of these universities include Cornell, Norwich, Notre Dame, Purdue, and Villanova. Tennessee State and Middle Tennessee State Universities were the closest institutions to Montgomery that offered the proposed program.

Collaboration: Currently, there are no other Organizational Leadership programs in the state. However, the program will benefit from the collaboration of Auburn University (AU) in the offering of certain coursework which already exists at AU.

Resources: The proposal projected that a total of \$229,636 in estimated new funds will be required to support the proposed program. A total of \$676,800 will be available through tuition.

Public Review: The program was posted on the Commission website from January 4 through January 25 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program will satisfy a clearly documented need for individuals transitioning from military service who desire to continue to advance the leadership skills developed during military service.
2. There are no similar programs under CIP Code 52.1003 in the Commission's Academic Program Inventory.
3. The program will benefit from the collaboration of Auburn University (AU) in the offering of certain coursework which already exists at AU.

DECISION ITEM B-3: Auburn University at Montgomery, Bachelor of Science in Organizational Leadership (CIP 52.1003)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Organizational Leadership 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 March 12, 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 24, 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 15, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Auburn University at Montgomery (AUM) 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 at Montgomery program proposal, dated December 4, 2009. Available upon request.

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

Attachment 1

INSTITUTION Auburn University at Montgomery

PROGRAM Bachelor of Science in Organizational Leadership

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$0	\$55,000	\$56,500	\$58,195	\$59,941	\$229,636
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
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$55,000	\$56,500	\$58,195	\$59,941	\$229,636

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	\$73,320	\$90,240	\$129,720	\$174,840	\$208,680	\$676,800
TOTAL	\$73,320	\$90,240	\$129,720	\$174,840	\$208,680	\$676,800

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	14	18	26	36	43	27
NEW ENROLLMENT HEADCOUNT	13	16	23	31	37	24 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	15	18	24	15

Attachment 2

Summary of Background Information

Bachelor of Science in Organizational Leadership
Auburn University at Montgomery

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

Objectives: The proposed Bachelor of Science degree program in Organizational Leadership will prepare individuals to become leaders by integrating three significant aspects of leadership:

1. Mentoring-learning transaction
2. Effective program planning and implementation
3. Effective verbal communication along with the ability to communicate using a variety of media

To prepare graduates with the necessary leadership skills, the following have been identified as learning outcomes of the proposed program:

- Apply an integrated knowledge of leadership theory, organizational behavior theory, change theory, and communication theory to demonstrate best practices in organizational leadership.
- Demonstrate knowledge of organizational planning, management of change, oversight of human resources, and leadership consistent with ethical, legal, and regulatory expectations.
- Demonstrate self-awareness of personal leadership style, strengths and skills, and how these impact others in an organization and a personal plan for leadership development.
- Perform scholarly inquiry to evaluate the unique needs, challenges, and opportunities of organizations.
- Apply the values of diversity, social justice, integrity, ethical analysis and accountability, and change to promote the common good.
- Identify and analyze the impact of social, ethical, cultural, economic, and political influences on organizational behavior in local, national, and global communities.
- Demonstrate practical leadership skills.
- Apply organizational leadership knowledge as a result of focused electives that serve students' needs to be effective in their organizational practice arena.
- Apply leadership concepts in supervised community experience

The proposed program also has an interdisciplinary component allowing focused study for students who are: 1) seeking a commission as a military officer; 2) seeking leadership positions with federal or state agencies; 3) expanding upon their leadership experience gained during military service or junior military colleges; 4) pursuing a goal of continuing their education in areas such as homeland security.

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

- Apply an integrated knowledge of leadership theory, organizational behavior theory, change theory, and communication theory to demonstrate best practices in organizational leadership. Student proficiency will be assessed through classroom assignments, including examinations, written reports, and presentations.
- Demonstrate a knowledge of organizational planning, management of change, oversight of human resources, and leadership consistent with ethical, legal, and regulatory expectations. Students will successfully achieve this outcome by making satisfactory grades on classroom assignments.
- Demonstrate self-awareness of personal leadership style, strengths and skills, and how these impact others in an organization and a personal plan for leadership development. Written assignments within a capstone course will be administered to evaluate student self-awareness and the associated impacts.
- Perform scholarly inquiry to evaluate the unique needs, challenges and opportunities of organizations. Meeting this objective will be indicated by successful completion of assignments in labs associated with leadership courses or in Air Force Studies classes.
- Apply the values of diversity, social justice, integrity, ethical analysis and accountability, and change to promote the common good. Student outcome will be measured by successful completion of classroom assignments and examinations, practical application demonstrated in a supervised community experience, and through self-reported indicators included on surveys such as the National Survey of Student Engagement (including responses to how frequently interactions and serious discussions occur with people of different backgrounds).
- Identify and analyze the impact of social, ethical, cultural, economic and political influences on organizational behavior in local, national, and global communities. Analytical ability will be measured through classroom assignments and through self-report on the National Survey of Student Engagement (including students' responses indicating the frequency that they engage in analyzing and synthesizing information).
- Demonstrate practical leadership skills. Proficiency will be demonstrated by students' improved ability to communicate, indicated by successful completion of assignments in ENGL 3060 (Business and Professional Writing). Students will also be assessed on skills while completing a supervised community experience. Additionally, students' responses to national Survey of Student Engagement items (i.e. frequency that theories or concepts are applied practically) will be used to measure this outcome.
- Apply organizational leadership knowledge as a result of focused electives that serve students' needs to be effective in their organizational practice arena. Success will be assessed using classroom assignments in focused electives.
- Apply leadership concepts and skills in supervised community experience. Students will be assessed on their demonstration of their ability to apply skills learned in the program to extra-classroom environments.

Administration: The program will be administered by Dr. Karen Stine, School of Sciences.

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

Curriculum: The proposed program will utilize courses currently offered at AUM and will not require any new courses.

Program Completion Requirements

Credit hours required in major: 61 - 73 semester hours (sh)
Credit hours required in minor (if applicable): N/A
Credit hours in institutional general education or core curriculum: 41 sh
Credit hours in required or free electives: 6 – 19 sh
Total credit hours required for completion: 120 sh

The proposed program requires 24 - 26 credit hours of Military Science and three credit hours of American Military History that can be applied toward the major for students who desire to complete the commissioning track. This requirement is in accordance with the federal commissioning requirements. Transfer credit may be given for the Introduction to Leadership requirements based on prior military training for students seeking a commission. The proposed program will allow students participating in ROTC programs to transfer both Army and Air Force ROTC credits to AUM as major course requirements. Many other programs allow these credits to count as free electives only. Students completing their commissioning requirements at a junior military college or other accredited university may transfer up to 26 credit hours of Military Science courses to apply toward this major.

Additionally, students pursuing an Organizational Leadership degree must complete an undergraduate research thesis on an assigned topic relating to leadership studies. A faculty research advisor will be assigned to work with students to complete this graduation requirement. Students pursuing an Organizational Leadership degree will also be required to complete a 20-hour internship from a list of participating agencies.

Collaboration: Currently, there are no other Organizational Leadership programs in the state. However, the program will benefit from the collaboration of Auburn University (AU) in the offering of certain coursework which already exists at AU.

Distance Education: According to the proposal, AUM is currently expanding its online course offerings in an attempt to offer, as a minimum, all of the general education core course requirements online. AUM officials state that 59 percent of the courses in the commissioning track will be available online, as well as 68 percent of the courses from the non-commissioning track.

Admissions: The proposal stated that freshman and transfer students that satisfy admission requirements at AUM will be eligible for the proposed program in Organizational Leadership. According to the proposal, there are no additional requirements to enter this program.

Need: There are no similar programs listed in the Commission's Academic Program Inventory. However, there are universities outside the state that offer a Bachelor of Science in Organizational Leadership. Some of these universities include Cornell, Norwich, Notre Dame, Purdue, and Villanova. Tennessee State and Middle Tennessee State Universities were the closest institutions to Montgomery that offered the proposed program.

The proposed program satisfies a clearly documented need for individuals transitioning from military service who would be eligible to take advantage of their new G.I. Bill benefits. Currently, the new G.I. Bill will pay an average of \$3600 per month for eight semesters, and serves as a substantial enticement as separating members of the military work to enhance their career opportunities in both the established commercial, non-profit and government workplace and emerging areas such as homeland security.

Many of these individuals from military service desire to continue to advance the leadership skills developed during their military service. While the proposed program creates a unique opportunity for those transitioning from military service, it will also serve other needs. The proposed program

will prepare students with the necessary leadership skills to seek a commission as a military officer or to seek employment with federal and state agencies.

Projected job openings for the proposed program that include growth and placement demands locally, statewide, the Southern Regional Education Board (SREB) region and nationwide are indicated in the table below:

	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>	<i>Total</i>
<i>Local</i>	32	33	34	35	35	<u>169</u>
<i>State</i>	445	458	471	485	500	<u>2359</u>
<i>SREB</i>	6,924	7,132	7,346	7,566	7,793	<u>36,761</u>
<i>Nation</i>	56,835	58,540	60,296	62,105	63,968	<u>301,744</u>

Student Demand: A survey was distributed to 170 students participating as Army ROTC cadets at AUM to gauge interest in the proposed program. Of the 170 students surveyed, over 145 indicated they would consider changing their major to Organizational Leadership if it becomes available in the spring 2010 semester.

As an additional gauge of interest, the Community College of the Air Force (CCAF) was contacted to determine if this program would be desirable to their graduates. The chief of the CCAF program indicated that airmen would find this program highly desirable because of the mechanism the proposed program has developed to recognize transfer credit. CCAF graduates between seven and nine thousand students every six months. AUM is currently listed through the Department of Defense as a university accepting Tuition Assistance, making matriculation at AUM even more appealing to this audience.

Furthermore, Marion Military Institute distributed the interest survey to approximately 190 students with 164 students expressing interest in completing this proposed program.

Resources:

Faculty/Staff: According to the institution, the proposed program is an interdisciplinary-type program that will utilize current faculty members and will not require hiring any new faculty members. The program will be directed by a ROTC military science faculty member who is paid by the military and will report to the Dean of the School of Sciences. The military science faculty member will supervise the implementation of the proposed program, recruit students, and serve as the program's academic advisor. Following this initial year, an individual will be hired by the university to direct and teach in the leadership component of this program. Thus, in the second year of this program (as illustrated in the budget projections), the director position will appear as a new faculty member position for this program.

Qualifications for the new faculty position will require a terminal degree in Organizational Leadership or a closely related field of study. In addition to teaching experience, the new faculty member will be expected to have practical leadership experience that can be applied to the classroom environment. A background in research will also be required.

Available support staff includes the ROTC administrative associate. Additional support staff will be provided as needed.

Equipment/Facilities: According to the proposal, because of the interdisciplinary nature of the proposed program, existing university resources will be utilized and no renovations or additional facilities will be required.

Library: The proposal stated that AUM will utilize existing library resources for the proposed program. The current status of library collections supporting the proposed program is deemed to be sufficient.

Program Budget: The proposal projected that a total of \$229,636 in estimated new funds will be required to support the proposed program. A total of \$676,800 will be available through tuition.

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AUBURN UNIVERSITY MONTGOMERY
 ORGANIZATIONAL LEADERSHIP MAJOR
 General Education/Core Course Requirements (Page 1)

Course	Hrs	Grade	Course	Hrs	Grade
Area I - Written Composition (6 hours) ¹			Area III - Science & Math (11 hours)		
ENGL 1010 English Composition I	3		Sciences ² - Choose two of the following:		
ENGL 1020 English Composition II	3		BIOL 1010/1011 Principles of Biology I/Lab	4	
or			BIOL 1020/1021 Principles of Biology II/Lab	4	
ENGL 1017 English Comp I, Honors	3		CHEM 1100/1101 General Chemistry I/Lab	4	
ENGL 1027 English Comp II, Honors	3		CHEM 1200/1201 General Chemistry II/Lab	4	
Area II - Humanities & Fine Arts (12 hours)			PHYS 2100/2101 General Physics I/Lab	4	
Literature - Choose one of the following:			PHYS 2200/2201 General Physics II/Lab	4	
ENGL 2530 Survey of English Lit I	3		PSCI 1100/1101 Intro to Physical Science/Lab	4	
ENGL 2540 Survey of English Lit II	3		PSCI 1400/1401 Intro to Astronomy/Lab	4	
ENGL 2570 Survey of American Lit I	3		PSCI 1500/1501 Intro to Chemistry/Lab	4	
ENGL 2580 Survey of American Lit II	3		Mathematics ³ - Choose one of the following:		
ENGL 2600 Survey of Lit of the Western World I	3		MATH 1100 Finite Mathematics	3	
ENGL 2610 Survey of Lit of the Western World II	3		MATH 1120 Precalculus Algebra	3	
Fine Arts - Choose one of the following:			MATH 1150 Precalculus Algebra & Trigonometry	3	
MUSI 2110 Music Appreciation	3		MATH 1610 Calculus I	3	
THEA 2040 Theatre Appreciation	3		MATH 1620 calculus II	3	
VISU 1000 Art Appreciation	3		MATH 2630 Multivariable Calculus	3	
VISU 2030 Art History I	3		MATH 2660 Linear Algebra	3	
VISU 2040 Art History II	3		Area IV - History & Social/Behavioral Sciences (12 hours)		
			History ⁴ - Choose two of the following in sequence:		
Communication - Choose one of the following:			HIST 1010 World History I	3	
COMM 1010 Intro to Human Communication	3		HIST 1020 World History II	3	
COMM 2212 Public Speaking	3		or		
FREN 1010 Beginning French I	4		HIST 1017 World History I, Honors	3	
FREN 1020 Beginning French II	4		HIST 1027 World History II, Honors	3	
FREN 2010 Intermediate French I/Lab	4		or		
FREN 2020 Intermediate French II/Lab	4		HIST 2010 U.S. History to 1877	3	
GERM 1010 Beginning German I	4		HIST 2020 U.S. History Since 1877	3	
GERM 1020 Beginning German II	4		Social/Behavioral Sciences - Choose two of the following:		
GERM 2010 Intermediate German I/Lab	4		ANTH 2110 Cultural Anthropology	3	
GERM 2020 Intermediate German II/Lab	4		ECON 2020 ⁵ Macroeconomics	3	
SPAN 1010 Beginning Spanish I	4		GEOG 2050 Geography of World Regions	3	
SPAN 1020 Beginning Spanish II	4		GEOG 2150 Cultural Geography	3	
SPAN 2010 Intermediate Spanish I/Lab	4		INTL 2050 Geography of World Regions	3	
SPAN 2020 Intermediate Spanish II/Lab	4		INTL 2110 Cultural Anthropology	3	
Philosophy - Choose one of the following:			INTL 2150 Cultural Geography	3	
PHIL 2000 Reasoning and Critical Thinking	3		POLS 2020 Institutions of American State & National Gov	3	
PHIL 2100 Applied Ethics	3		SOCI 2000 Introduction to Sociology	3	
			SOCI 2007 Introduction to Sociology, Honors	3	
			SOCI 2010 Social Problems	3	

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AUBURN UNIVERSITY MONTGOMERY
ORGANIZATIONAL LEADERSHIP MAJOR

Commissioning Track (Page 2)

Course	Hrs	Grade	Course	Hrs	Grade
Area V - Major and Elective Courses (81 hours)			Cultural/Regional Studies-Choose four from a single series (12-14 Hours) ⁶		
Degree Requirements: (21 Hours)			FREN 1010 Beginning French I ¹	4	
ENGL 3060 Business and Professional Writing ⁷	3		FREN 1020 Beginning French II ¹	4	
JUST 3130 Supervision and Management	3		FREN 2010 Intermediate French I/Lab ¹	4	
JUST 3040 Organization & Administration	3		FREN 2020 Intermediate French II/Lab ¹	4	
HIST 4160 American Military History ⁴	3		GEOG/INTL 2050 Geography of World Regions ⁵	3	
PSYC 2110 General Introductory Psychology	3		INTL 2150 Cultural Geography ⁵	3	
PSYC 2193 Research Design ⁷	3		or		
Intro to Leadership - Choose four classes in sequence: (8-10 Hours) ⁶			TLFL 1010 Chinese 1	3	
MILS 1010/1011 Foundations of Leadership w/Lab ²	2		TLFL 1020 Chinese 2	3	
MILS 1020/1021 Basic Leadership w/Lab ²	2		INTL 3010 Chinese 3	3	
MILS 2010/2011 Individual Leadership w/Lab ²	3		HIST 3710 Imperial China	3	
MILS 2020/2041 Leadership & Teamwork w/Lab ²	3		HIST 3720 Modern China, 1644-Present	3	
or			HIST 4730 History of Chinese Communism	3	
AS 101 The Foundations of the United States Air Force	2		INTL 2060 Asian Cultures	3	
AS 102 The foundations of the United States Air Force	2		INTL 4400 China Today	3	
AS 201 Evolution of the U.S. Air Force & Space Power	2		or		
AS 202 Evolution of the U.S. Air Force & Space Power	2		GERM 1010 Beginning German I ¹	4	
Intermediate Leadership - Choose four classes in sequence: (16 hrs)			GERM 1020 Beginning German II ¹	4	
MILS 3010/3011 Leadership & Problem Solving/Lab	4		GERM 2010 Intermediate German I/Lab ¹	4	
MILS 3020/3021 Leadership & Ethics w/Lab	4		GERM 2020 Intermediate German II/Lab ¹	4	
MILS 4010/4011 Leadership and Management/Lab	4		GEOG/INTL 2050 Geography of World Regions ⁵	3	
MILS 4020/4041 Officership w/Lab	4		INTL 2150 Cultural Geography ⁵	3	
or			or		
AS 300 Air Force Leadership Studies	4		SPAN 1010 Beginning Spanish I ¹	4	
AS 301 Air Force Leadership Studies	4		SPAN 1020 Beginning Spanish II ¹	4	
AS 400 National Security Affairs/Prep for Active Duty	4		SPAN 2010 Intermediate Spanish I/Lab ¹	4	
AS 401 National Security Affairs/Prep for Active Duty	4		SPAN 2020 Intermediate Spanish II/Lab ¹	4	
Econ & Management - Choose three of the following: (9 Hours)			HIST 3810 Colonial Latin America	3	
FINA 3370 Personal Financial Planning ⁸	3		HIST 3820 Modern Latin America	3	
MNGT 4500 Leadership for Changing World ⁸	3		INTL 3030 Hispanic culture	3	
JUST 4510 Planning & Budgeting	3		Program Electives		
ECON 2020 Economics II (Macroeconomics) ⁸	3		HIST 3630 Middle East to WWII	3	
HRSM 3150 Human Resource Management ⁸	3		HIST 3640 Middle East from WWII	3	
ECON 3050 Issues in Global Trade and Finance ⁸	3		MNGT 4100 Business Ethics ⁸	3	
MNGT 2800 Essentials of Management ⁸	3		BUSN 1000 Cornerstone of Business ⁸	3	
ECON 3010 Contemporary Economic Problems ⁸	3		MNGT 2410 Legal Environment of Business ⁸	3	
PHED 2203 Wellness	3		MNGT 3100 Management of Organizations ⁸	3	
ECON 4050 International Institutions & Contemp Trade Policy ⁸	3		QMTD 3600 Operations Management ⁸	3	
Communications - Choose three of the following: (9 Hours)			HIST 4630 Israel & the Arab World	3	
SCED 1000 Intro to Computer Literacy ³	3		PSYC 4860 Political Psychology	3	
CSCI 1000 Survey of Computer Applications ³	3		INTL 2150 Cultural Geography ⁵	3	

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COMM 2250 Intro. to Political Communications	3			COMM 2212 Public Speaking ¹	3		
COMM 3800 Public Relations I	3			INTL 3000 Intro. to International Studies	3		
COMM 1010 Intro to Human Communication ¹	3			GEOG/INTL 2050 Geography of World Regions ⁵	3		
INFO 2050 Computer Applications for Business ³	3			Free Electives (up to 12 hours)			
ECED 3890 Fundamentals of Counseling	3			A maximum of 12 credit hours of free electives may be applied to this degree program. Students completing Area I-V course requirements and have not yet attained 120 credit hours toward this degree may select any courses listed in Area V to complete the credit hour requirement should they require more than 12 elective hours.			
INFO 2070 Intro to Management Information Systems	3						
Notes:							

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ORGANIZATIONAL LEADERSHIP MAJOR

Non-Commissioning Track (Page 3)

Course	Hrs	Grade	Course	Hrs	Grade
Area V - Major and Elective Courses (81 hours)			Cultural/Regional Studies Continued		
Degree Requirements: (20 Hours)			GERM 1010 Beginning German I ¹	4	
ENGL 3060 Business and Professional Writing ⁷	3		GERM 1020 Beginning German II ¹	4	
JUST 3040 Organization & Administration	3		GERM 2010 Intermediate German I/Lab ¹	4	
JUST 3130 Supervision and Management	3		GERM 2020 Intermediate German II/Lab ¹	4	
MILS 1010 Foundations of Leadership ³⁸⁹⁹	1		GEOG/INTL 2050 Geography of World Regions ⁵	3	
MILS 1020 Basic Leadership	1		INTL 2150 Cultural Geography ⁵	3	
PSYC 2110 General Introductory Psychology	3		or		
PSYC 2193 Research Design ⁷	3		INTL 3030 Hispanic Culture	3	
MILS 3899 Leadership Performance Course ⁹	3		SPAN 1010 Beginning Spanish I ¹	4	
Economics & Management - Choose three of the following: (9 Hours)			SPAN 1020 Beginning Spanish II ¹	4	
FINA 3370 Personal Financial Planning ⁸	3		SPAN 2010 Intermediate Spanish I/Lab ¹	4	
MNGT 4500 Leadership for Changing World ⁸	3		SPAN 2020 Intermediate Spanish II/Lab ¹	4	
JUST 4510 Planning & Budgeting	3		HIST 3810 Colonial Latin America	3	
ECON 2020 Economics II (Macro) ⁸	3		HIST 3820 Modern Latin America	3	
HRSM 3150 Human Resource Management ⁸	3				
ECON 3050 Issues in Global Trade and Finance ⁸	3		Program Electives-Choose a minimum of four of the following (6-12 Hours)		
MNGT 2800 Essentials of Management ⁸	3		BUSN 1000 Cornerstone of Business ⁸	3	
ECON 3010 Contemporary Economic Problems ⁸	3		COMM 2212 Public Speaking ¹	3	
PHED 2203 Wellness	3		GEOG/INTL 2050 Geography of World Regions ⁵	3	
ECON 4050 International Institutions & Contemporary Trade Policy ⁸	3		HIST 3630 Middle East to WWII	3	
Communications - Choose three of the following: (9 Hours)			HIST 3640 Middle East from WWII	3	
COMM 1010 Intro to Human Communication ¹	3		HIST 4630 Israel & the Arab World	3	
COMM 2250 Intro. to Political Communications	3		INTL 2060 Asian Cultures	3	
COMM 3800 Public Relations I	3		INTL 2150 Cultural Geography ⁵	3	
CSCI 1000 Survey of Computer Applications ³	3		INTL 3000 Intro. to International Studies	3	
ECED 3890 Fundamentals of Counseling	3		INTL 4400 China Today	3	
INFO 2050 Computer Applications for Business ³	3		MILS 2010 Individual Leadership	2	
INFO 2070 Intro to Management Information Systems	3		MILS 2020 Leadership & Teamwork	2	
SCED 1000 Intro to Computer Literacy ³	3		MNGT 2410 Legal Environment of Business ⁸	3	
Cultural/Regional Studies-Choose four from a single series(12-14 Hours) ⁶			MNGT 3100 Management of Organizations ⁸	3	
FREN 1010 Beginning French I ¹	4		MNGT 4100 Business Ethics ⁸	3	
FREN 1020 Beginning French II ¹	4		PSYC 4860 Political Psychology	3	
FREN 2010 Intermediate French I/Lab ¹	4		QMTD 3600 Operations Management ⁸	3	
FREN 2020 Intermediate French II/Lab ¹	4		PSYC 4860 Political Psychology	3	
GEOG/INTL 2050 Geography of World Regions ⁵	3		QMTD 3600 Operations Management ⁸	3	
INTL 2150 Cultural Geography ⁵	3		QMTD 3600 Operations Management ⁸	3	
Or					
TLFL 1010 Chinese 1	3				
TLFL 1020 Chinese 2	3				
INTL 3010 Chinese 3	3		Note		
HIST 3710 Imperial China	3		Students completing Area I-V course requirements and have not yet attained 120 credit hours toward this degree may select		
HIST 3720 Modern China, 1644-Present	3				

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HIST 4730 History of Chinese Communism	3			any courses listed in area v to complete the credit hour requirement.
INTL 2060 Asian Cultures	3			Free Electives (up to 19 hours)
INTL 4400 China Today	3			A maximum of 19 credit hours of free electives may be applied to this
Or				degree program.
Continued in the next column.				Notes:

DECISION ITEM B-4: Jacksonville State University, Master of Fine Arts in Visual Communication and Design (CIP 50.0401)

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 Master of Fine Arts degree program in Visual Communication and Design will prepare graduates for positions in government agencies, corporations, and other organizations. According to the proposal, the program will provide “the opportunity for advanced exploration of the methodology and practice of design solutions in an increasingly sophisticated visual culture.” The MFA is considered the terminal degree in art and the program may also prepare graduates to teach at the college or university level.

Role: The proposed program is within the instructional role recognized for Jacksonville State University (JSU).

Mode of Delivery: Program officials stated that no more than 25 percent of the curriculum will be available online.

Similar Programs: There are no similar programs listed in the Academic Program Inventory. The only academic program at CIP 50.0401 in the Academic Program Inventory is a Bachelor of Fine Arts program in Graphic Design at Auburn University.

Collaboration: According to JSU, Troy University representatives have expressed high interest in collaborating with JSU and sharing resources, both at the undergraduate and graduate level. Spring Hill College in Mobile and the University of Montevallo have indicated interest in sharing curriculum. These collaborations will begin with some sharing of coursework and will continue with discussion of articulation agreements. The availability of some coursework online will facilitate sharing with other institutions

Resources: The proposal projected that a total of \$1,038,871 in estimated new funds will be required to support the proposed program. A total of \$1,038,871 will be available through tuition, internal reallocations, and extramural funding.

Public Review: The program was posted on the Commission website from January 5 until January 25 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to the proposal, the program will provide “the opportunity for advanced exploration of the methodology and practice of design solutions in an increasingly sophisticated visual culture.”
2. There are no similar programs listed in the Academic Program Inventory.
3. There is significant potential for collaboration with other institutions on the program.

DECISION ITEM B-4: Jacksonville State University, Master of Fine Arts in Visual Communication and Design (CIP 50.0401)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the proposed Master of Fine Arts (MFA) in Visual Communication and Design with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2011. Based on Commission policy, the proposed program must be implemented by March 12, 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 10, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2015-16 (three-year average) will be at least 6, based on the proposal.
3. That information be provided regarding the progress of accreditation of the program by the National Association of Schools of Art and Design (NASAD).
4. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
5. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

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 report submitted to the Commission no later than September 1, 2016.

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, dated November 13, 2009. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION	Jacksonville State University
PROGRAM	Master of Fine Arts in Visual Communication and Design

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$70,859	\$70,859	\$143,718	\$143,718	\$209,193	\$638,347
LIBRARY	\$28,000	\$20,000	\$20,000	\$20,000	\$20,000	\$108,000
FACILITIES	\$20,000	\$0	\$0	\$0	\$0	\$20,000
EQUIPMENT	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$70,000
STAFF	\$0	\$0	\$0	\$43,072	\$43,072	\$86,144
ASSISTANTSHIPS	\$14,896	\$14,896	\$14,896	\$14,896	\$14,896	\$74,480
OTHER	\$7,200	\$6,000	\$9,200	\$8,000	\$11,500	\$41,900
TOTAL	\$150,955	\$126,755	\$202,814	\$244,686	\$313,661	\$1,038,871

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$65,195	\$0	\$18,309	\$84,946	\$153,921	\$322,371
EXTRAMURAL	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
TUITION	\$65,760	\$131,520	\$139,740	\$139,740	\$139,740	\$616,500
TOTAL	\$150,955	\$151,520	\$178,049	\$244,686	\$313,661	\$1,038,871

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	16	17	17	17	15
NEW ENROLLMENT HEADCOUNT	8	10	10	10	10	10 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	4	6	7	6

Attachment 2

Summary of Background Information

Master of Fine Arts in Visual Communication and Design
Jacksonville State University

Role: The proposed program is within the instructional role recognized for Jacksonville State University (JSU).

Objectives: The proposed Master of Fine Arts degree program in Visual Communication and Design will prepare graduates for positions in government agencies, corporations, and other organizations. According to the proposal, the program will provide “the opportunity for advanced exploration of the methodology and practice of design solutions in an increasingly sophisticated visual culture.” The MFA is considered the terminal degree in art and the program may also prepare graduates to teach at the college or university level.

Graduates of the proposed program will have:

1. Advanced professional competence in some aspect of studio art or design as exemplified by a considerable depth of knowledge and achievement demonstrated by a significant body of work.
2. A breadth of understanding in art and/or design and/or appropriate related disciplines, and the ability to think independently, to integrate, and to synthesize information associated with practice in an area of specialization.
3. Awareness of current issues and developments that are influencing the principal field(s) of study, and the basic ability and clear potential to contribute to the expansion and evolution of these field(s).
4. Writing and speaking skills to communicate clearly and effectively to the art and/or design communities, the public, and in formal or informal teaching situations.
5. Advanced capabilities with technologies utilized in the creation, dissemination, documentation, and preservation of work in the field(s) or area(s) of specialization.
6. A basic knowledge of bibliographic or information resources associated with work and analysis in the major field(s) of study.

According to the proposal, the program will have the following outcomes:

- Provide the opportunity for advanced exploration of the methodology and practice of design solutions in an increasingly complex visual culture. The MFA program will prepare students for careers in visual communication and design education, for specialized professional practice, and continued research.
- Establish a research center for exploration in non-traditional visual communication and design, with specializations responsive to community consciousness, design for religion, museum and exhibit design, and virtual collections housed on the Internet.
- Build a collection of design materials with a special focus on developing communities - regional, national, and international.
- Enrich the environment for the undergraduate program.

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

1. Indirect Measures: Indirect measures will identify student satisfaction, attitudes and perceptions of the program.
 - A new MFA program feasibility survey was developed to measure the motivation, expectations and needs of incoming students. 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.
2. 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 a Portfolio Review when all course work is complete. The interview protocol will ask graduating students to discuss course content knowledge based on the Curricular Objectives. A five-point rubric will be used to document the degree to which students are able to orally discuss theory, procedures, practice, research methodology, and professional perspectives pertinent to Visual Communication and Design.
3. Applied Measures: Applied measures will determine if graduates used or plan to use the skills and knowledge from this program in their MFA 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.
4. Program Impact: Enrollment data and advisory records will be gathered to assess the academic progress and retention of program students annually.

Documenting and Using Results: If these benchmarks are not met, program administrators will develop a plan to address and improve that program component.

Administration: The program will be administered by the College of Graduate Studies and Continuing Education, Dr. William Carr, 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 Alabama Council of Graduate Deans (ACGD). Four deans provided initial assessment of the proposal. Comments from one institution stated that the small size of the JSU undergraduate program would be a hindrance to a master's level program; that enrollment projections appeared too high; that faculty members might not be qualified to teach in the program; and that the title of the program was misleading. The same commenter requested a clarification of the budget. Another institutional representative requested additional information on the online portion of the program and urged JSU to seek accreditation for the program. Two other deans gave positive reviews of the proposal and had no additional questions.

JSU provided responses to the initial review of the proposal. The JSU response stated that the university and program size would be an asset in the professional degree program; last year the art program had a total of 191 students enrolled in the BA/Bachelor of Fine Arts program. There are currently 65 student pursuing an option in graphic design. The response further stated that eight current qualified students hope to enroll in the MFA program, if it is approved.

JSU stated that current faculty members listed for the program all hold terminal degrees, in compliance with accreditation requirements. Additional faculty will be hired as the program grows. The program name reflects the current trend for this discipline and the many

concentrations taught in this discipline. Information on the curriculum included a list of courses to be offered online.

A revised budget was provided to the Commission staff, but was not circulated in the response to the ACGD. The Commission staff met with representatives to discuss the ACGD initial comments on the proposal as well as the staff's questions on the proposal.

After reviewing JSU's responses, the ACGD voted on the proposal. Seven of the thirteen voting members of the council voted on the proposal. One voted to recommend the program, two abstained, and four voted disapproval of the proposal. In addition, one requested that JSU make a formal presentation concerning the proposal before the ACGD. Two of the seven stated that any updated version of the proposal should be reviewed by ACGD.

One dean noted that there were errors in the original budget and that the revised budget had not been distributed to the ACGD. Consequently, the ACGD had been unavailable to evaluate it. The same dean also had concerns about resources for the program, particularly related to faculty, as well as concerns about viability of the program.

The staff considered the vote of the ACGD in developing the staff recommendation. The four votes against the program were significant but not a majority of the potential voters. All graduate deans had the opportunity to review the proposal and participate in the evaluation process. Furthermore, many of the concerns expressed by ACGD were cleared up during the meeting with JSU officials. Based on the responses collected as the result of the deans' review and the meeting with JSU officials, the staff developed a positive recommendation for the program proposal.

Accreditation: JSU plans to seek accreditation by the National Association of Schools of Art and Design (NASAD). The JSU undergraduate program in Art is accredited by NASAD. The proposed program curriculum was written using NASAD guidelines. Program officials discussed the proposed MFA program with NASAD Curriculum Board members in November 2009. These NASAD officials stated that they did not anticipate a problem accrediting the program.

Curriculum: The minimum requirement for the MFA is sixty semester hours (sh) of course work at the graduate level, including courses in art history and cognate areas of study. The program will take two to three years for completion. Work toward credit may take place in formal classes, critiques, and technical workshops, or may be independent studio activity.

JSU currently has the Bachelor of Arts and the Bachelor of Fine Arts in Art listed at CIP 50.0701 in the Commission's Academic Program Inventory. The program has options in Graphic Design, Drawing, Printmaking, Photography, Painting, and Ceramics.

Course assignments will be made with careful consideration of the scope and objectives of the student's program and the content of studies completed at the undergraduate level. The distribution of coursework will follow the following NASAD Guidelines for curriculum structure:

Studio major	30 sh
Studio electives	9 sh
Academic electives	9 sh
Art history	12 sh
Total credit hours (minimum)	60 sh

The degree candidate will be required to present a final body of work showing professional competence. This presentation will be supported by a written thesis.

The following new courses will be developed for the program:

ART 5__ Design Research and Seminar Readings I	3 sh
ART 5__ Design Research and Seminar Readings II	3

ART 5__ Research Methods I	3
ART 5__ Research Methods II	3
ART 5__ Research Methods III	3
ART 5__ Research Methods IV	3
ART 5__ Graduate Design Studio I	3
ART 5__ Graduate Design Studio II	3
ART 5__ Graduate Design Studio III	3
ART 5__ Graduate Design Studio IV	3
ART 5__ Visiting Designer / Artist Project I, II, III, IV	3
ART 5__ Contemporary Media / Communication I (online)	3
ART 5__ Contemporary Media / Communication II (online)	3
ART 5__ Graphic Design Art History Survey I (online)	3
<i>Note: This course is currently offered at undergraduate level on-line. The graduate-level course will have a higher level research component.</i>	
ART 5__ Graphic Design Art History Survey II (online)	3
ART 5__ Graduate Thesis Research I	3
ART 5__ Graduate Thesis Research II	3
ART 5__ Graphic Design Pedagogy	3
ART 5__ Special Topics in Graphic Design Art History I	3
ART 5__ Special Topics in Graphic Design Art History II	3
ART 5__ Special Topics in Applied Design I	3

Collaboration: According to JSU, Troy University representatives have expressed high interest in collaborating with JSU and sharing resources, both at the undergraduate and graduate level. Spring Hill College in Mobile and the University of Montevallo have indicated interest in sharing curriculum. These collaborations will begin with some sharing of coursework and will continue with discussion of articulation agreements. The availability of some coursework online will facilitate sharing with other institutions.

Distance Education: Program officials stated that no more than 25 percent of the curriculum will be available online. Courses available online are indicated in the list of new courses above.

Admissions: Applicants will be considered on an individual basis, using the following criteria:

- Baccalaureate degree with no restriction to the field, but applicants must demonstrate an advanced level of competence in visual communication and design through their portfolio submission.
- Minimum undergraduate GPA of 3.0 for the final 60 semester hours of undergraduate study.
- Graduate Record Examination (GRE) scores equal to or greater than 900 points on the verbal and quantitative measures of the General Test.
- Three letters of recommendation.
- A proposal of study describing professional goals.
- A portfolio of twenty examples of current work demonstrating proficiency in visual communication and design.

(International students will have additional requirements.)

Need: There are no similar programs listed in the Academic Program Inventory. The only academic program at CIP 50.0401 in the Academic Program Inventory is a Bachelor of Fine Arts program in Graphic Design at Auburn University.

The proposal stated that employment of Graphic Artists/Designers is expected to grow ten percent, according to the *Occupational Outlook Handbook, 2008-09 Edition*. A bachelor of arts degree is required for most entry-level commercial and design positions, and the bachelor of fine arts degree is preferred. Many designers pursue a master's degree to increase their employment opportunities. The need for graphic design faculty was also given as a justification for the program. The proposal also stated that certain elements of the program are unique to visual communication and design and cannot be found in graphic design or fine art programs. An

advanced degree is usually necessary for management or administrative positions in government.

Student Demand: JSU conducted a survey to ascertain student demand. Surveys were sent in May 2009 to 98 juniors and seniors who had majors or minors in Art, as well as to 144 alumni. A total of 72 responded to the survey. The survey results indicated that 61 percent (44 respondents) were very interested, while 29 percent (21 respondents) were somewhat interested.

Resources:

Faculty/Staff:

Current Primary Faculty—

Full-time: 5
Part-time: 0

Current Support Faculty—

Full-time: 6 cross-disciplinary support faculty
These faculty members will support the program in supporting student theses, interdisciplinary research, and creative development.
Part-time: 0

Additional qualified faculty to be hired—

Full-time: 3, added to the faculty over three years
Part-time: 0

Additional Support Faculty—

Full-time: 0
Part-time: 0

Support Staff: JSU employs a full-time librarian and a full-time fine arts librarian. The Art Department has a full-time secretary and undergraduate assistants as needed. As the department grows, a part-time secretary and a computer technician will be hired.

Assistantships: The program will have two graduate assistants initially. JSU officials stated that others would be added as the program grows.

Equipment: Graduate students will be required to have a personal laptop. Access to a graduate design studio for the program will be critical. Students will also need access to peripherals, such as scanners, video, printers, and a database on a private Art Department network. Other needs include software and hardware for curriculum development, and networking for two buildings housing the program.

Facilities: The Art Department is currently housed in two buildings. These buildings have sufficient space to house the design studio for the proposed program and two to three more additional full-time faculty as they are hired. As the program grows, there may be need for a larger building to bring faculty and students together under one roof. There also may be a need to secure additional studio exhibition space, either on campus or off campus.

Library: The proposal contained information on the library. The proposal stated that building a research intensive collection to the appropriate level for the program will require sustained acquisitions and funding over a period of several years. To support a program that utilizes distance education, the library will need to subscribe to electronic resources including major image storage databases.

Program Budget: The proposal projected that a total of \$1,038,871 in estimated new funds will be required to support the proposed program. A total of \$1,038,871 will be available through tuition, internal reallocations, and extramural funding.

Attachment 3

**Master of Fine Arts in Visual Communication and Design
Jacksonville State University**

Course of Study Total Credit Hours 60

FIRST YEAR

Fall Semester 9 - 15 hours total

9 hours Graduate Design Studio I Graduate Design Studio (3) Design Research and Seminar,
Readings (3)
Visiting Designer / Artist Project (3)
3 hours Design Studio Contemporary Media / Communication I
3 hours Art History or approved academic elective

Spring Semester 9 - 15 hours total

9 hours Graduate Design Studio II Graduate Design Studio (3)
Design Research and Seminar, Readings (3) Visiting Designer / Artist
Project (3)
3 hours Design Studio Traditional Disciplines I
3 hours Art History or approved academic elective or Graphic Design
Pedagogy

Summer Semester 3 - 6 hours total

3 hours of Graduate Design Studio
3 hours Art History or approved academic elective or Graphic Design
Pedagogy

SECOND YEAR

Fall Semester 9 - 15 hours total

9 hours Graduate Design Project / Thesis I
Graduate Design Studio - Thesis Project (3)
Graduate Thesis Research, Readings (3)
Visiting Designer / Artist Project (3)
3 hours Design Studio Contemporary Media / Communication II 3 hours Art History or
approved academic elective

Spring Semester 9 - 15 hours total

9 hours Graduate Design Project / Thesis II
Graduate Design Studio - Thesis Project (3)
Graduate Thesis Paper (3)
Visiting Designer / Artist Project (3)
3 hours Design Studio Traditional Disciplines II
3 hours Art History or approved academic elective

Summer Semester 3 - 6 hours total

3 hours of Graduate Design Studio
3 hours Art History or approved academic elective or Graphic Design
Pedagogy

DECISION ITEM B-5: The University of Alabama in Huntsville, Master of Science in Information Assurance and Security (CIP 11.1003)

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 Master of Science degree program in Information Assurance and Security will prepare graduates for successful professional practice in information assurance and security; produce graduates who can function in an interdisciplinary information assurance environment; and produce graduates who can use their broad educational experience, ethics, and professionalism to make a positive impact on their local and professional communities.

Role: The proposed program is within the instructional role recognized for the University of Alabama in Huntsville (UAH).

Mode of Delivery: Program officials stated that approximately eighty percent of the courses can be offered online. The primary limiting factor is the laboratory environment and replicating a secure controlled network environment. The remaining courses will use blended delivery with both web-supported and on-site course delivery.

Similar Programs: The only similar listing in the Academic Program Inventory is the Master of Science in Cybersystems and Information Security, approved for Auburn University at Montgomery at the December 2009 Commission meeting, located approximately 190 miles from the UAH campus.

Collaboration: UAH has coordinated this proposal with the University of Alabama at Birmingham (UAB). The UAH proposal emphasizes areas of prevention and correction. UAB has plans to propose a program that would emphasize detection and correction. If the two programs are approved, the institutions will participate in an informal collaboration in which students may take courses offered at the other institution as part of their program of study.

Resources: The proposal projected that a total of \$277,650 in estimated new funds will be required to support the proposed program. A total of \$581,556 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 25 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program, which will fill a need for professionals in an emerging field, has been developed in response to requests from the community.
2. There is one similar program in the state, the MS in Cybersystems and Information Security at Auburn University at Montgomery, which is 190 miles from the UAH campus. Both programs are intended to satisfy local need and student demand.

DECISION ITEM B-5:

The University of Alabama in Huntsville, Master of Science in Information Assurance and Security (CIP 11.1003)

Staff Presenter:

Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation:

That the Commission approve the proposed Master of Science in Information Assurance and Security 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 March 12, 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 31, 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 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 Alabama in Huntsville (UAH) 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 Alabama in Huntsville program proposal, dated August 11, 2009. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION The University of Alabama in Huntsville
 PROGRAM Master of Science in Information Assurance and Security

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	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$30,000	\$31,200	\$32,500	\$33,800	\$35,150	\$162,650
OTHER (Advertising/Website/ Student Recruiting)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
TOTAL	\$33,000	\$59,200	\$60,500	\$61,800	\$63,150	\$277,650

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	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
TUITION	\$33,048	\$70,424	\$99,928	\$129,832	\$148,324	\$481,556
TOTAL	\$53,048	\$90,424	\$119,928	\$149,832	\$168,324	\$581,556

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	18	38	58	70	79	53
NEW ENROLLMENT HEADCOUNT	18	26	31	36	42	31 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	5	6	12	16	10

Attachment 2

Summary of Background Information

Master of Science in Information Assurance and Security
The University of Alabama in Huntsville

Role: The proposed program is within the instructional role recognized for the University of Alabama in Huntsville (UAH).

Objectives: The proposed Master of Science degree program in Information Assurance and Security will have the following objectives:

Objective 1: To prepare graduates for successful professional practice in information assurance and security.

Objective 2: To produce graduates who can function in an interdisciplinary information assurance environment.

Objective 3: To produce graduates who can use their broad educational experience, ethics, and professionalism to make a positive impact on their local and professional communities.

The program will have the following outcomes:

- a. Graduates will integrate the business and scientific underpinnings of the Information Assurance System Development Life Cycle. (Objective 2)
- b. Graduates will understand the federal, state and local statutory requirements associated with Information Security. (Objectives 1, 2, and 3)
- c. Graduates will be able to perform threat analysis on information technology management, sciences and engineering related areas. (Objective 3)
- d. Graduates will be able to neutralize cyber-security threats. (Objective 1 and 3)
- f. Graduates will be able to perform analysis of network monitoring data to assess anomalies in network operations identifying and isolating any potential threats to critical business functions. (Objective 3)

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

- Student admissions will be tracked and compared to projections. Students will be required to pursue one of the three tracks. Failure to have at least three students in each track will result in an assessment of the track by the respective college.
- Student participation in internships or cooperative programs with local industry and government will be tracked, including the student's transition to full-time employment. An eighty percent hire rate to full-time employment would indicate a successful program.
- The graduation rate will be tracked. The graduation rate will be eighty percent or higher over a five-year period.
- A follow-up survey will be sent to all graduates, gauging their opinion of their educational experience and their recommendations for improvement of the program.
- A survey will be sent to employers of graduates to gauge the effectiveness of the program in producing skilled employees.
- Student learning outcomes will be measured by a student exit survey; outcome specific questions embedded in assignments; performance on specific outcomes included in projects or exams in capstone courses; periodic review of course content by faculty and industry experts; and a periodic employer survey.

Administration: The program will be administered by the Colleges of Engineering, Business Administration, and Science. Departments administering the program will be Electrical and Computer Engineering, Economics and Information Systems, and Computer Science. The Graduate School will coordinate the implementation of the program.

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). Four deans provided initial assessment of the proposal. One dean noted that the proposed program was more akin to an information technology (IT) program than to a computer science/engineering program: an IT program focuses more on skills and certifications than on underlying concepts and methodologies. The dean also noted that the program would be a repackaging of existing coursework from other programs, making it unclear how the program would attract new students.

In the final comments on the proposal, one dean suggested the development of an interdisciplinary capstone course, using both case analysis and team projects. Another dean noted that the program appeared to be self-supporting and would serve a need for the local community. One dean remarked on the possibility of duplication of offerings at his institution.

After receiving UAH's responses to the ACGD questions and comments, four participating deans voted on the program proposal with a vote of three in favor and one against recommendation of the proposal.

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

Curriculum: The program will require a total of 33 semester hours for completion. The curriculum will include 18 semester hours in core courses and 15 semester hours in one of three tracks: Computer Engineering, Information Systems, and Computer Science. No new courses are being developed for the program.

The program is related to an existing post-baccalaureate certificate program in information assurance which has tracks in computer engineering, computer science, and information systems. The certificate requires 18 semester hours and has been offered for approximately five years, according to UAH officials.

Collaboration: UAH has coordinated this proposal with the University of Alabama at Birmingham (UAB). The UAH proposal emphasizes areas of prevention and correction. UAB has plans to propose a program that would emphasize detection and correction. If the two programs are approved the institutions will participate in an informal collaboration in which students may take courses offered at the other institution as part of their program of study.

Distance Education: Program officials stated that approximately eighty percent of the courses can be offered online. The primary limiting factor is the laboratory environment and replicating a secure controlled network environment. The remaining courses will use blended delivery with both web-supported and on-site course delivery.

Admissions: Applicants will be required to have a bachelor's degree in a related curriculum from one of the following courses of study: Management in Computer Information Systems; Computer Science; Electrical Engineering; Computer Engineering; or Information Systems Security Engineering. Foundational knowledge includes proficiency in a modern programming language and in operating systems.

Applicants must also meet all admission requirements for graduate study at UAH: 1) a minimum GPA in the undergraduate program; 2) a minimum score of 1000 on the GRE verbal plus quantitative sections (engineering and computer science tracks) or a minimum score of 500 on the GMAT (business track); 3) for international students, and acceptable score on the TOEFL or IELTS.

In addition, applicants for the engineering track must have a bachelor's degree from an ABET accredited program. Students having a bachelor's degree in an unrelated field would be required to complete specified prerequisite courses (data structure, operating systems, computer architecture, and others).

Applicants for the computer science track will be required to have a bachelor's degree in computer science or a related field. Students having a bachelor's degree in an unrelated field would have to have to complete specified prerequisite courses (same as above).

Applicants for the business track will be required to have a bachelor's degree in business or a related field. Students having a bachelor's degree in an unrelated field would be required to complete prerequisite courses in economics/macroeconomics, calculus, and statistics.

Need: The only similar listing in the Academic Program Inventory is the Master of Science in Cybersystems and Information Security, approved for Auburn University at Montgomery at the December 2009 Commission meeting, located approximately 190 miles from the UAH campus. In August 2003, the Commission accepted an information item concerning the establishment of UAH's Center for Information Assurance Education. Since 2007, UAH has been designated as a National Security Agency's Center of Academic Excellence in Information Assurance Education. According to the proposal, the proposed master's program will build on this foundation in response to a growing regional need for such a program.

The proposal further stated that there is a growing desire to secure data and the technologies that manage the data. Federal legislation concerning such issues has accelerated in recent years. Two recent examples of legislation are the Critical Information Infrastructure Act of 2002 and the Federal Information Security Management Act of 2005. In response to this legislation, there is a growing demand to incorporate security into the development, testing, implementation of information technology solutions. This demand requires an educated workforce with knowledge and skills to address information security issues in the business, science, and engineering communities.

Locally, UAH surveyed industrial companies, Redstone Arsenal government organizations, and non-profit professional organizations with an interest in information technology specifically related to information security. All organizations surveyed indicated that there is a lack of skilled personnel in the area. In addition, all organizations stated that the relocation of military commands to Huntsville as the result of the Base Realignment and Closure Act (BRAC) would dramatically increase the need for the program.

UAH used surveys and published data to project job openings related to the program: the survey of local industry and government agencies; a search of Huntsville information security jobs on the website "hotjobs.com"; and data from the *Occupational Outlook Handbook, 2006*. Using these sources, UAH predicted that there would be a total of 304 local job openings related to the program in the first five years. Using Alabama-specific sources, UAH projected a total of 1,015 job openings in the state over the first five years. Nationally, over 25,000 jobs openings were predicted over the first five years.

Student Demand: According to the proposal, a survey of industries and government organizations demonstrated support for the participation of their employees in the proposed program. Industries having a total of over 8,000 employees indicated that there would be an annual average of 24 students coming from their companies. Some of these students are expected to be supported in their programs by these employers.

UAH also reported that at recent graduate student recruiting events, eleven percent of the students indicated an interest in pursuing a graduate degree in information assurance.

Resources:

Faculty/Staff:

Current Primary Faculty—

Full-time: 10

Part-time: 4

Current Support Faculty—

Full-time: 0

Part-time: 14 adjunct faculty from related government sector and business organizations.

Additional qualified faculty to be hired—

Full-time: 0

Part-time: 0

Additional Support Faculty—

Full-time: 0

Part-time: 0

Support Staff: Current support staff will be adequate for the program.

Assistantships: Three graduate teaching assistantships (GTA), one for each track, will be supported by this program. The GTAs will provide technical support for the computer laboratory courses offered by each department participating in the program.

Equipment: No additional equipment would be required initially. Normal updates to software, computers, and network components are expected after the first year. Since courses are already being taught for other programs, only a portion of the total expected cost for updates is attributed to the proposed program.

Facilities: Classroom and lab facilities currently exist and will be shared by the colleges of engineering, business, and science.

Library: Holdings at the UAH library, as well as access to materials at other libraries and online databases, are sufficient to support the proposed program. UAH has extensive holdings in information systems security engineering, management in computer information systems, secure coding practices, and general information systems security subject matter. Students and faculty have limited access to the Redstone Scientific Information Center, as well as to Alabama A&M University resources through reciprocal agreements. The UAH library has access to the following relevant databases: Computer and Information Systems Abstracts, Academic Index, Contents First, National Technical Information Service, National Criminal Justice Reference Service, and Technology Research Database.

Program Budget: The proposal projected that a total of \$277,650 in estimated new funds will be required to support the proposed program. A total of \$581,556 is projected to be available through tuition and extramural funding (funding from local industry).

Attachment 3

**Master of Science in Information Assurance and Security
 Curriculum**

<u>Core Courses:</u>		<u>Semester Hours</u>
IS 501	Introduction to Information Assurance	3
CPE 549	Introduction to Information Assurance Engineering	3
CS 570	Introduction to Computer Networks	3
IS 563	Computer Forensics	3
CPE 649	Advanced Information Assurance Engineering	3
CS 670	Computer Networks	<u>3</u>
Total		18
 <u>Engineering track:</u>		
EE 693	ECE Capstone–required	3
Choose 4 of the following approved by the advisor:		
CPE 645	Advanced Computer Network Security	3
CPE 551	Software Design and Engineering	3
CPE 645	Ubiquitous Computing	3
CPE 748	Mobile and Wireless Networks	3
CPE 648	Advanced Computer Networks	<u>3</u>
Total Hours in Engineering Track		15
 <u>Business track:</u>		
IS 577	Network defense and Operation Systems	3
IS 560	Telecommunications and Networking	3
IS 660	Information Security Management	3
IS 670	Business Continuity Planning*	3
600 level	Elective in IS, CS, or ECE; or IS595 (internship) in consultation with advisor	<u>3</u>
*IS 670 is the capstone course of the Business track		
Total Hours in Business Track		15
 <u>Computer Science Track:</u>		
CS 585	Introduction to Computer Security	3
CS 685	Computer Security	3
CS 553	Client/Server Architectures	3
Two courses in Computer Science at the 600 level. These courses must be approved by the department		
Total Hours in Computer Science Track		<u>6</u> 15
 Total Semester Hours Required for the Program:		 33

DECISION ITEM B-6: The University of Montevallo, Master of Business Administration (MBA) in Business Administration (CIP 52.0201)

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 will prepare students who aspire to work in managerial and/or leadership positions in organizations, whether these are commercial, government, or nonprofit entities. The program will focus on the development of managers, managerial frameworks, and leadership skills necessary to create sustainable organizations.

Role: The University of Montevallo (UM) is approved to offer academic programs at the master's degree level. Approval of this program will extend this role to the Academic Subdivision, "Business."

Mode of Delivery: The program will be campus based and will be delivered in evenings and on weekends.

Similar Programs: Ten public institutions in Alabama offer academic programs leading to the Master of Business Administration degree. Nine of these programs are listed at CIP 52.0201, under the category, "Business Administration and Management, General." According to IPEDS completions, these nine programs had an annual average of 936 graduates for the period 2004-08 (five years.) The University of Montevallo is the only institution in Alabama having accreditation by the Association for the Advancement of Collegiate Schools of Business International (AACSB) which does not offer an MBA program.

Collaboration: UM has existing relationships with Birmingham-Southern College, Samford University, and the University of Alabama at Birmingham, all of which have business programs accredited by the AACSB. The proposed program would accept six hours of transfer credit for reasonably comparable coursework. Other collaborative opportunities would be considered.

Resources: The proposal projected that a total of \$211,000 in estimated new funds will be required to support the proposed program. A total of \$343,020 will be available through tuition and fees.

Public Review: The program was posted on the Commission website from January 5 until January 25 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program will address student demand at UM and in the institution's immediate service area, which is one of the fastest growing areas in the state.
2. UM's College of Business is accredited by the AACSB, the oldest accreditor of business instructional programs.

DECISION ITEM B-6: The University of Montevallo, Master of Business Administration (MBA) in Business Administration (CIP 52.0201)

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the proposed Master of Business Administration (MBA) in Business Administration 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 March 12, 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 6, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment 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 Montevallo (UM) 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 Montevallo program proposal, dated November 18, 2009. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION The University of Montevallo
 PROGRAM Master of Business Administration (MBA) in Business Administration

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2010-11	2011-12	2012-13	2013-14	2014-15	TOTAL
FACULTY	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
LIBRARY	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER (Advertising)	\$5,000	\$10,000	\$12,000	\$15,000	\$15,000	\$57,000
TOTAL	\$35,000	\$41,000	\$43,000	\$46,000	\$46,000	\$211,000

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 & FEES	\$57,420	\$64,410	\$71,400	\$71,400	\$78,390	\$343,020
TOTAL	\$57,420	\$64,410	\$71,400	\$71,400	\$78,390	\$343,020

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2010-11	2011-12	2012-13	2013-14	2014-15	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	19	22	23	24	27	23
NEW ENROLLMENT HEADCOUNT	19	20	20	20	20	20
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	5	5	7	7	6

Attachment 2

Summary of Background Information

Master of Business Administration in Business Administration
The University of Montevallo

Role: The University of Montevallo (UM) is approved to offer academic programs at the master's degree level. Approval of this program will extend this role to the Academic Subdivision, "Business."

Objectives: The proposed program will prepare students who aspire to work in managerial and/or leadership positions in organizations, whether these are commercial, government, or nonprofit entities. The program will focus on the development of managers, managerial frameworks, and leadership skills necessary to create sustainable organizations.

- Objective 1: To provide an integrated (i.e. liberal arts skills and core business skills), high quality (i.e., AACSB accredited) graduate program in business. To ensure high program quality and student outcomes, assessment of graduates in the areas of marketing, management, finance, managerial accounting, and strategic integration will be performed.

The student learning outcomes will be the following, according to the proposal:

1. Students will comprehend and apply the accounting concepts of relevant cost, resource planning and analysis, product costing, and financial reporting and analysis.
 2. Students will comprehend and apply the finance concepts of corporate finance, investments, and financial markets and institutions.
 3. Students will comprehend and apply the management concepts of organizational behavior, organizational theory, and operations planning and management.
 4. Students will comprehend and apply the marketing concepts of strategic marketing, market research including elements of the marketing mix.
 5. Students will comprehend and integrate elements of strategic management including problem solving applications related to accounting, finance, management, and marketing concepts; additional elements of international business, information technology, legal and regulatory environment of business, ethics and social responsibility, economics, and e-commerce will be integrated.
- Objective 2: To deliver a high quality graduate program using AACSB academically and professionally qualified faculty to provide an exceptional master level learning experience.
 - Objective 3: To provide student learning opportunities through faculty/student research projects and field experiences relevant to the student's career aspirations.
 - Objective 4: To develop the central Alabama workforce by providing access to master level higher education for students from diverse undergraduate disciplines desiring graduate education.

Summary of Assessment Plan: Program outcomes will be assessed using the Educational Testing Service's Major Field Test (MFT) for the MBA. Student learning outcomes will be assessed in the following areas: accounting, management, marketing, finance, and strategic integration. The MFT will be given in the capstone course and will contribute 15 percent of the student's grade.

Student learning outcome scores that fall below the sixtieth percentile will be reviewed by the graduate faculty. A review of the curricular or extracurricular areas by the faculty will determine the area or areas of weakness. Agreed upon curricular remedies will be implemented in the next semester and measured again for progress. The liberal arts student learning objectives will be assessed in the case-based capstone course. An exit survey interview will determine the

relevant plans for the graduates. Data will be used by faculty for consideration and continuous improvement purposes. Alumni surveys will be used to determine alumni satisfaction and the relevancy of the program to their subsequent employment.

Administration: The program will be administered by the UM Michael E. Stephens College of Business, Dr. William Rupp, 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 Alabama Council of Graduate Deans (ACGD). Six deans provided initial assessment of the proposal. One institution raised questions concerning the following: program duplication of existing programs, the adequacy of the program budget, employment opportunities for graduates, and accreditation requirements for the program.

UM provided responses to questions raised by the ACGD. UM stated that surveys indicated that there was significant interest for a program to be offered by UM on campus between the hours of 6 p.m. and 10 p.m. UM also stated that several for-profit institutions are already offering MBA programs in UM's area, including Capella University, Columbia College, Grand Canyon University, the University of Phoenix, etc. UM stated that it would use a modified cohort model to control and monitor costs to optimize the use of scarce resources while providing quality and service.

In response to a question about experiential learning, program officials stated that many students in the program already will be employed. They will be expected to research, write, and present about current issues that are relevant to their own organizations. Opportunities for presentation of their findings will be available in class and at conference.

After receiving the responses from UM, the ACGD voted on recommendation of the proposal. Eight deans participated in the vote with seven voting for recommendation and one abstaining. In comments provided with the vote, two of the deans continued to have questions on program costs. Another stated that the program should have some appeal for convenience and/or teaching methods and orientation.

In response to the final comments of the ACGD, program officials provided the Commission staff with a revision of the program budget.

Accreditation: UM's Stephens College of Business is accredited by the Association for the Advancement of Collegiate Schools of Business International (AACSB), the oldest accreditor of institutions having business programs. There are nine public institutions in the state of Alabama with AACSB accreditation of their business programs. UM is the only one of these institutions that does not have an MBA degree program.

Curriculum: The program will require a total of 30 semester hours (sh) for completion.

The following new courses will be developed for the program:

MBA 500 - Civilization, Society, & Organizations	3 sh
MBA 522 - Managerial Accounting	3
MBA 532 - Managerial Economics	3
MBA 551 - Entrepreneurial Marketing	3
MBA 561 - Leadership of Human Resources and Organizational Development	3
MBA 563 - Decision Science for Operations Management	3
MBA 565 - Global Organizations and Management	3
MBA 567 - Managerial Information Systems	3
MBA 569 - Strategic Management	3
MBA 572 - Managerial Finance	3

Program Completion Requirements (Semester Hour Credits):

Credit hours required in major courses:	30 hrs.
Credit hours required in support courses:	21 hrs. in prerequisites
Credit hours in required or free electives:	0 hrs.
Credit hours for thesis or dissertation:	0 hrs.

A "capstone project" demonstrating the student's integration of program content in an applied context will be part of the requirements for MBA 569 - Strategic Management.

Collaboration: According to the proposal, UM has existing relationships with Birmingham-Southern College, Samford University, and the University of Alabama at Birmingham, all of which have business programs accredited by the AACSB. The proposed program would accept six hours of transfer credit for reasonably comparable coursework. Other collaborative opportunities would be considered.

Distance Education: Because of the liberal arts focus of UM, which stresses personal engagement between faculty and students, courses within the program will have a significant face-to-face component, where learning cohorts will come together formally and informally to interact with faculty to develop projects, analyze cases, and make presentations. The proposal stated that classroom experience will be supplemented by technology versus being supplanted by distance education options. Distance delivery of some courses may be developed in the future.

Admissions: Students enrolling in the program must meet the following requirements:

1. A composite formula score of 1000 [(grade point average x 200) + Graduate Management Admission Test (GMAT) Score = 1000]
2. An acceptable minimum score on the GMAT of 450.
3. Two letters of reference.
4. A baccalaureate degree from a regionally accredited college or university.
5. Completion of prerequisite courses with a minimum grade of C.

Need: MBA in Business Administration programs are listed in the Commission's Program Inventory at CIP 52.0201 for the following institutions: Auburn University (AU); Jacksonville State University (JSU); Troy University (Troy, Dothan, Montgomery-Maxwell/Gunter only) (TROY); the University of Alabama (UA); the University of Alabama at Birmingham (UAB); the University of Alabama at Huntsville (UAH); and the University of North Alabama (UNA). At the same CIP code, the University of South Alabama (USA) and Alabama A&M University (AAM) both have MBA programs in Business Administration and Management.

Master-level business programs are in high demand by students, judging by IPEDS completions. Master's level programs at CIP 52.0201 in the Academic Program Inventory had an annual average of 936 graduates in the period 2004-08 (five years.) In addition to the eight MBA programs, these completions include Master of Science programs at AU, TROY, and UA.

Auburn University at Montgomery (AUM) has an MBA degree program listed at CIP 52.0101 in Business and Management, General. The AUM program had an annual average of 71 graduates in the period 2004-08.

AU, AUM, JSU, UA, UAB, UAH, and USA have business programs that are accredited by AACSB. Programs at TROY and UNA are accredited by the Association of Collegiate Business Schools and Programs (ACBSP). The program at AAM does not have a specialized accreditation.

The proposal stated that the breadth and interdisciplinary scope of the program at UM will make the program unique. It will prepare strategic leaders that are grounded in environmental and corporate issues, philosophical and corporate ethics, and "the necessity of people, profit and the planet to coexist and prosper."

According to UM officials, the proposed program is intended to satisfy local need. The proposal stated that UM has a legislative mandated mission as the public liberal arts institution for the state; however, forty percent of its student population comes from Shelby County, which is one of the state's largest and fastest growing counties. The program is intended to contribute to workforce development in central Alabama, particularly in Shelby, Chilton, and Bibb counties. The proposed program has been designed as a high quality program that will be "geographically accessible" and "affordable," two of UM's mandated mission directives.

The proposal provided state and national data to support the need for the program. According to 2007 data from the US Department of Labor, Bureau of Labor Statistics, the professional and business industry, was expected to grow by 23 percent and add over four million new jobs in the period 2006-2016. Among other occupations, professional and business services, management, scientific, and technical consulting services also were projected to grow by 78 percent and account for another third of the growth in this sector. The increased use of new computer technologies and the growing complexity of business were expected to spur this growth.

UM also provided information on related Alabama job openings. The estimates were based on the job openings in occupational groups (such as computer and IS manager, financial manager, industrial production manager, management analyst, financial analyst, insurance underwriter) that require a degree, preferably at the master's level. For these occupational groups, the projected annual openings statewide total 605, according to the Alabama Department of Industrial Relations (2007). The proposal stated that not all of the openings would require an MBA; however, many MBA seekers are currently employed and would not be included in these estimates.

The proposed program is intended primarily to meet the employment and development needs of the student looking to move up within their current organization, to move to another organization, or to create their own organization through entrepreneurial activities. These persons will seek the degree for personal and professional development purposes.

Student Demand: UM projects that one source of students for the program will be accounting students already enrolled at UM. The program will provide a master's degree option for students who are preparing to sit for the Certified Public Accountant (CPA) licensure examination. These students are required to complete 150 semester hours in order to sit for the exam, well over the 120 to 130 semester hours required for many baccalaureate programs. UM's Accounting baccalaureate program has had an average of twelve graduates over the last five years.

To determine student demand, UM developed and distributed internal and external surveys. The internal survey was sent to students in the school of business, and 381 responded. The responses indicated that 87 percent thought that their career path would benefit from having an MBA degree, 85 percent indicated that they plan to pursue a graduate degree, and 75 percent responded that they would consider enrolling in an MBA program at UM.

The external survey was developed and deployed using an internet-based survey tool. The survey targeted interested parties outside of UM. Survey results from 404 respondents revealed that 87 percent of the respondents thought that such a program would benefit or greatly benefit them. Over 87 percent indicated that they would consider or seriously consider enrolling in such a program at UM. Of those responding to the survey, over 66 percent reside in Shelby, Bibb, or Chilton counties. Content analysis of over 250 responses to open-ended questions in the survey revealed that students most interested in the program would be Shelby County residents who are working full-time or nearly full-time and who would like to take evening or Saturday classes.

Resources:

Faculty/Staff:

Current Primary Faculty—

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 12, 2010

Full-time: 9 AACSB qualified faculty
Part-time: 0

Current Support Faculty--

Full-time: 0
Part-time: 10 (teaching 1 under graduate course)

Additional qualified faculty to be hired:

Full-time: 1 (based on program needs)
Part-time: 0

Additional support Faculty--

Full-time: 0
Part-time:

Any new full-time faculty members will be required to meet AACSB accreditation standards in terms of appropriate terminal academic degree and scholarly productivity sufficient to teach at the graduate level.

Support Staff: Current support staff will be sufficient for the program.

Assistantships: It is not anticipated that any assistantships will be provided on initiation of the program. Program revenues and philanthropic support may be used in the future to fund a limited number of stipends for research assistantships for full-time students.

Equipment: No special equipment will be needed for the new program. Since the program will primarily be operated in evening hours, existing equipment and infrastructure will be available.

Facilities: Current facilities are sufficient for the program. Some minor renovation and refurbishing of existing offices and staff support areas might be needed.

Library: The proposal contained a detailed library assessment of holdings related to the proposed program. Holdings were compared against the holdings of several institutions having MBA programs. The analysis revealed that current holdings are sufficient to support the proposed program. Future needs will be funded by regular allocations to the school of business and program revenues.

Program Budget: The proposal projected that a total of \$211,000 in estimated new funds will be required to support the proposed program. A total of \$343,020 will be available through tuition and fees.

Attachment 3

**MBA in Business Administration
Typical Course Schedule**

Offered Fall Semester each year:	<u>Semester Hours</u>
MBA 500 - Civilization, Society and Organizations: Issues and Ideas	3
MBA 522 - Managerial Accounting	3
MBA 532 - Managerial Economics	3
MBA 567 - Managerial Information Systems	3
Offered Spring Semester each year:	
MBA 563 - Decision Science for Operations Management	3
MBA 561 - Leadership of Human Resources and Organizational Development	3
MBA 551 - Entrepreneurial Marketing	3
MBA 572 - Managerial Finance	3
Offered Summer Term each year:	
MBA 565 - Global Organizations and Management	3
MBA 569 - Strategic Management	3
Total Semester Hours:	30

Notes:

1. Full-time students, who fully met the 21 hours of prerequisite course requirements, can finish the program in one year by taking all four courses in each of the Fall and Spring semesters and two courses in the summer term.
2. Part-time students typically take up to two courses in each semester and one course in summer term.
3. MBA 569 - Strategic Management can only be taken once all other courses have been completed, except MBA 565 - Global Organizations and Management, which can be taken concurrently.
4. Admission to the MBA program requires completion of 21 hours of undergraduate business courses from an accredited college or university. Prerequisite courses must be substantially equivalent to the following courses at the University of Montevallo:
 - a. Accounting 221 - Principles of Accounting I (Financial Accounting)
 - b. Economics 232 - Introduction to Microeconomics
 - c. Finance 372 - Business Finance
 - d. Quantitative Methods 235 - Quantitative Methods in Business
 - e. Marketing 351 - Principles of Marketing
 - f. Management 361 - Principles of Organization and Management Theory
 - g. Management Information Systems 161- Introduction to Computers or proficiency
 - h. A course in macroeconomics similar to EC 231 and a course in managerial accounting similar to AC 222 are recommended, but not required.

(Note: All prerequisite courses will be offered each academic year in the College of Business's undergraduate evening program.)

DECISION ITEM C-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)

EXECUTIVE SUMMARY

Reason for Action: Athens State University has requested an addition of an option in government administration and social policy 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 128 semester hours.
- According to the institution, the proposed option seeks to realign the program for purposes of maximizing viability, promoting student outcomes, and providing multi-skilled variances to meet employer needs.

DECISION ITEM C-1: Athens State University, Addition of an Option in Government Administration and Social Policy to the Existing BS in Political Science and Government (CIP 45.1001)

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: Athens State University (ATSU) currently has the Bachelor of Science (BS) in Political Science and Government at CIP 45.1001 in the Academic Program Inventory. ATSU proposes the addition of an option in Government Administration and Social Policy to the existing program.

Courses in the option will include: Public Finance, Public Administration Ethics, Social Analysis, Human Resources Management, and Statistics.

The program with the proposed option will require a total of 128 semester hours (sh):

General Education Core	64 sh
Common Core	22 sh
Proposed Option	15 sh
Electives	27 sh
Total	128 sh

According to ATSU officials, the option is being added due to evolving industry and business needs in the institution's service area. The addition of the proposed option will not add any costs to the existing program.

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. "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-2: Jacksonville State University, Addition of a Non-Certification Track in Physical Activity to the Existing BSEd in Physical Education (CIP 13.1314)

EXECUTIVE SUMMARY

Reason for Action: Jacksonville State University has requested the addition of a non-certification track 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 128 semester hours.
- The proposed track will offer an important alternative to students desiring to work in the non-teaching areas of physical education.

DECISION ITEM C-2: Jacksonville State University, Addition of a Non-Certification Track in Physical Activity to the Existing BSEd in Physical Education (CIP 13.1314)

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: Jacksonville State University (JSU) currently has the BSEd in Physical Education at CIP 13.1314 in the Academic Program Inventory. JSU proposes the addition of a non-certification track in Physical Activity to the existing program.

The program with the proposed track will require a total of 128 semester hours (sh):

General Education Core	63 sh
Program Core	32 sh
Track	15 sh
Minor	18 sh
Total	128 sh

The proposed track will include courses such as Sport Safety and First Aid, Teaching Team Sports, Exercise Physiology, and Physical Fitness Techniques.

According to JSU officials, the proposed non-teaching track will prepare students for physical activity related positions in settings other than public/private K-12 school systems, such as fitness facilities, fitness industry, and recreation facilities.

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-3: University of South Alabama, Addition of a Concentration in Glass to the Existing Bachelor of Fine Arts (BFA) in Art (CIP 50.0701)

EXECUTIVE SUMMARY

Reason for Action: The University of South Alabama (USA) has requested the addition of a concentration in glass in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The proposed concentration with the program will require a total of 128 semester hours.
- According to USA, this change is being made to meet the high demand for instruction in this medium in the state and region.

DECISION ITEM C-3: University of South Alabama, Addition of a Concentration in Glass to the Existing Bachelor of Fine Arts (BFA) in Art (CIP 50.0701)

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 South Alabama (USA) currently has the Bachelor of Fine Arts (BFA) in Art at CIP 50.0701 in the Academic Program Inventory. USA proposes the addition of a concentration in Glass to the existing program.

The program with the proposed concentration will require a total of 128 semester hours (sh):

General Education Core	59 sh
Program Core	24 sh
Thesis	6 sh
Glass Concentration	24 sh
Secondary Concentration	15 sh
Total	128 sh

Courses included in the proposed concentration are: Kiln Formed Glass, Glassblowing, and Advanced Glassblowing.

According to USA officials, glass has seen a dramatic increase in popularity in the field of art over the past ten years. Currently, there are no glass programs in the state, nor are there any glass programs at state institutions in the southeast. The addition of the proposed concentration will not add any cost to the existing 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. "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-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)

EXECUTIVE SUMMARY

Reason for Action: The University of South Alabama has requested the addition of a concentration in adult gerontological acute care nurse practitioner with cardiovascular emphasis in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The proposed concentration is being added in an effort to group the Doctor of Nursing Practice (DNP) curriculum to reflect areas of emphasis sought by healthcare employers.
- According to information submitted by university officials, the development of courses comprising the proposed concentration will be funded by the Division of Nursing. There will be no cost associated in adding the proposed concentration. No additional faculty will be needed to teach in the program.

DECISION ITEM C-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)

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 South Alabama (USA) currently has the Doctor of Nursing Practice (DNP) at CIP 51.1601 in the Academic Program Inventory. USA proposes the addition of a concentration in Adult Gerontological Acute Care Nurse Practitioner with a cardiovascular emphasis to the program.

The program with the proposed concentration will require a total of 42 semester hours (sh).

1st Year Fall Semester

NU 604 – Project Planning & Development - 1sh
NU 607 – Critical Analysis of the Scientific Underpinnings of Advanced Nursing Practice – 3 sh
NU 608 – Evidence-Based Practice and Quality Improvement in Health Care – 3 sh
Total - 7 sh

1st Year Spring Semester

NU 605 – Project Planning & Development II – 1 sh
NU 611 – Methods of Translational Research – 3 sh
NU 612 – Clinical Prevention & Population Health – 3 sh
AHN 630 – Dysrhythmias & the Heart – 3 sh
AHN 631 – Foundations of Cardiac Care for the APN – 3 sh
Total – 11 sh

1st Year Summer Semester

NU 606 – Project Planning & Development III – 1 sh
NU 610 – Policy, Economics & Financial Aspects of Health Care Systems – 3 sh
NU 613 – Organizational & Systems Leadership – 3 sh
NU 615 – Program Evaluation & Improvement of Clinical Outcome – 3 sh
Total – 10 sh

2nd Year Fall Semester

NU 616 – Information Systems/Technology – 3 sh
NU 617 – Residency in Systems Change – 3 sh
AHN 632 – Diagnosis & Management of Acute CV Disorders – 2 sh
Total – 8 sh

2nd Year Spring Semester

NU 618 – Residency in Systems Change II – 4 sh
AHN 633 – Diagnosis & Management of Complex CV
Disorders – 2 sh

Total – 6 sh

According to information submitted by university officials, the development of courses comprising the proposed concentration will be funded by the Division of Nursing. There will be no cost associated in adding the proposed concentration. No additional faculty will be needed to teach in 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.

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-5: The University of Alabama at Birmingham, Establishment of the College of Arts and Sciences

EXECUTIVE SUMMARY

Reason for Action: The University of Alabama at Birmingham has requested the establishment of the College of Arts and Sciences.

Factors for Consideration:

- The proposed reorganization will build on UAB's interdisciplinary culture by fostering more collaboration across disciplines as students and faculty address complex issues of the future.
- According to the Commission's operational definitions, administrative changes creating units more prominent than a department, such as a college, require Commission approval.

DECISION ITEM C-5: The University of Alabama at Birmingham,
Establishment of the College of Arts and Sciences

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the establishment of the
College of Arts and Sciences.

Background: The University of Alabama at Birmingham (UAB) plans
to establish the College of Arts and Sciences, which will
consist of the merged Schools of Arts and Humanities,
Natural Sciences and Mathematics, and Social and
Behavioral Sciences. The School of Education also will
be included in the new college, but as a separate unit.

The College of Arts and Science is intended to build on
UAB's interdisciplinary culture by fostering more
collaboration across disciplines as students and faculty
address complex issues of the future.

According to the Commission's operational definitions,
administrative changes creating units more prominent
than a department (such as divisions, schools, or
colleges) require Commission approval.

Supporting Documentation:

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

DECISION ITEM C-6: The University of North Alabama, Alteration of the Curriculum of the Bachelor of Business Administration (BBA) in Management (CIP 52.0201)

EXECUTIVE SUMMARY

Reason for Action: The University of North Alabama has requested an alteration of the curriculum for the existing baccalaureate program in Management (CIP 45.0701).

Factors for Consideration:

- The alteration of the curriculum for the Management baccalaureate degree program will equip students with the necessary skills to be competitive in their job search and ultimately be successful in the workplace.
- According to UNA officials, there are no additional costs associated with these curricular changes. The program will be delivered with existing faculty.

DECISION ITEM C-6: The University of North Alabama, Alteration of the Curriculum of the Bachelor of Business Administration (BBA) in Management (CIP 52.0201)

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

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

Background: The University of Northern Alabama (UNA) requests a curriculum alteration of the existing BBA program in Management, which is listed at CIP 52.0201 in the Commission's Academic Program Inventory.

Changes requested by UNA include revision of the core curriculum and the identification of four concentrations in the program. In addition, UNA requested a change in program name from Management (BBA) to Professional Management (BBA) [see the item, "Changes to the Academic Program Inventory," in this packet].

As with the current program, the altered program will require a total of 128 semester hours (sh).

Program Core Revision

The revised curriculum will have a five course (fifteen semester hour) common core required of all students regardless of concentration. The courses, each carrying three semester hours, are listed below:

MG 331 Leadership and Organizational Behavior
MG/MK 440 Applied Managerial Decision Making & Analysis
MG 362 Human Resources Management
MG/MK 391 Entrepreneurship
MG 485 Project Management

Students within the program will be able to select from four concentrations, listed below. Each concentration will require nine semester hours.

Human Resources Management:

MG 371 Labor Issues & Legislation, 3 sh
MG 462 Performance Appraisals and Compensation, 3 sh
MG 475 Strategic Human Resources Management, 3 sh

Entrepreneurship:

BL 381 Business Law for Entrepreneurs, 3 sh
MK 395 Entrepreneurial Marketing, 3 sh
MG/MK Entrepreneurial Business Plan Writing, 3 sh

Hospitality Management:

MG 345 Hotel Management and Operations, 3 sh
MG 350 Hospitality Accounting and Finance, 3 sh
MK 455 Hospitality and Tourism Marketing, 3 sh

According to UNA officials, there are no additional costs associated with these curricular changes. The program will be delivered with existing faculty.

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 a degree program.

According to the proposal, the Professional Management degree program will equip students with the necessary skills to be competitive in their job search and ultimately be successful in the workplace.

Supporting Documentation:

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

DECISION ITEM D-1: The University of Alabama, New Off-Campus Program (EdD in Instructional Leadership) at the University of North Alabama

EXECUTIVE SUMMARY

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

Factors for Consideration:

- A letter of support from the University of North Alabama's president has been provided.
- Currently, to pursue this degree program at the University of Alabama, students must travel from the northwest region of the state to either the Tuscaloosa campus or the Gadsden Center, a three hour commute in each direction.

DECISION ITEM D-1: The University of Alabama, New Off-Campus Program (EdD in Instructional Leadership) at the University of North Alabama

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Proposal: The University of Alabama (UA) plans to offer graduate level courses that will lead to a Doctorate (EdD) in Instructional Leadership at the University of North Alabama beginning in the fall 2010.

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

Location of the Program: The University of Alabama will deliver the proposed program at the University of North Alabama (UNA) (Lauderdale County). The site is not within UA's service area.

Relationship to the Commission's Academic Program Inventory: UA currently has the EdD in Instructional Leadership at CIP 13.0404 in the Commission's Academic Program Inventory.

Description of the Instructional Leadership Program: The mission of the Department of Educational Leadership, Policy and Technology Studies is to prepare ethical and reflective practitioners, researchers, and scholars for work in K-12, higher education, and other educational settings.

Strength of the Existing Program: According to information provided by UA, since 2005, a total of 189 students have been enrolled in the program. Additionally, the proposed program is accredited by the National Council for Accreditation of Teacher Education.

Adequate Student Demand: According to UA officials, over the past ten years faculty have reported inquiries about the possibility of UA offering a doctoral degree in Educational Leadership that would extend the specialist program at the University of North Alabama in Florence. According to UNA officials, there are around 176 students, mostly former graduates in that area who have expressed a serious interest in such a program.

Need for Program: The proposal stated that currently students from UNA who wish to pursue a doctorate with UA must travel from the northwest region of the state to

either the Tuscaloosa campus or the Gadsden Center, a three hour commute in each direction. UAB is the only other public institution offering doctoral instruction in this area within the state, but Birmingham is an even greater distance from Florence.

Effect on the Existing Program: According to the proposal, by working in concert with the UNA faculty, the proposed program will not affect the ability of UA to deliver programs at the main campus.

Resources: According to UA, a budget plan has been devised in conjunction with the College of Continuing Studies to meet all instructional costs and provide expenses for UA faculty traveling to teach at UNA. In addition, tuition revenue will be used to support a .25 program director responsible for on-site advising and other administrative tasks.

Admission and Program Completion Requirements: Admission and program completion requirements for the UNA program will be the same as those for the program offered on the UA campus.

Public Review: The proposal was posted on the Commission website from January 4, 2010 until January 25, 2010 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at the University of North Alabama, Florence, 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: The University of Alabama

Administrator Responsible for Site

Name & Title: William G. Cale Jr., President
 Telephone: 256.765.4211
 Fax: 256-765-4644
 E-Mail: wgcale@una.edu

Contact Person at Site If Other Than Administrator Above

Name & Title: Donna P. Jacobs, Dean, College of Education
 Telephone: 256-765-4252
 Fax: 256-765-4186
 E-Mail: dpjacobs@una.edu

Location of Proposed Site

Facility: University of Noth Alabama
 Street Address: One Harrison Plaza
 City: Florence, AL 35632

County: Lauderdale
 Fall 2010

When will you begin offering instruction at this site?

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

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

Certification

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

Signature of President/Chancellor: *Robert E. Withers*

Date: *January 5, 2010*

INFORMATION ITEM 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

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

Staff Recommendation: For information only.

Background: Troy University has notified the Commission that it has received approval from the State Department of Education (SDE) to offer the Class B teaching certificate in Theater. The certificate will be reported at CIP 13.1206, Bachelor of Arts in Education/Bachelor of Science in Education in Teacher Education, Multiple Levels (Troy).

According to information submitted by Troy, two courses from the Communication Arts (Dramatic Arts track) curriculum will be added to the existing teacher certification curriculum. Students pursuing a degree in the Communications Arts program will have the opportunity to pursue Alabama teacher certification in theatre education. In addition to Communication Arts coursework, the students will complete all currently required courses for the teacher certification program.

According to the Commission's operational definitions, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. No entry will be added to the Commission's Academic Program Inventory as a result of the SDE approval of this new teacher education certificate. If a certification approved by SDE requires the addition of a new degree program, which will be added to the Commission's Inventory and identified in the institution's catalog or other publications, Commission review and approval as a new academic program is required.

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 B: Auburn University at Montgomery, Addition of a Teacher Certification Program in Sport Management to the Existing MEd in Secondary Education

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Auburn University at Montgomery has notified the Commission that it has received approval from the State Department of Education (SDE) to offer a teacher certification program in Sport Management. The certification program will be added to the existing MEd in Secondary Education at CIP 13.1205.

According to the Commission's operational definitions, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. No entry will be added to the Commission's Academic Program Inventory as a result of the SDE approval of this new teacher education certificate. If a certification approved by SDE requires the addition of a new degree program, which will be added to the Commission's Inventory and identified in the institution's catalog or other publications, Commission review and approval as a new academic program is required.

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 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.

Bishop State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Welding Technology	48.0508

Calhoun State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Computer and Information Science	11.0101

Drake State Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Welding Technology	48.0508

L. B. Wallace Community College

<u>Field of Study</u>	<u>CIP Code</u>
Electrician	46.0302

<u>Field of Study</u>	<u>CIP Code</u>
Communication Systems	47.0103

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 D: Implementation of Non-Degree Programs at a Senior Institution

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 institution has sent notification regarding the non-degree programs indicated:

Auburn University

Post-Baccalaureate Certificate in Extension Educator

The curriculum for the proposed certificate consists of 15 semester hours. According to information submitted by the institution, the use of distance education was incorporated as 1) a means of expanding this certificate program's appeal to students on a wide basis, outside of the region, as well as within; 2) to accommodate the scheduling needs of the current extension educators that this program will enroll. It is anticipated that this certificate will draw potential extension educators as well.

Post-Baccalaureate Certificate in Election Administration

The curriculum for the proposed certificate consists of 15 semester hours. According to the institution, the proposed certificate program will partner with the National Association of Election Officials, in order to offer certification for its members. It is anticipated that it will attract both current practicing professionals as well as students already pursuing degrees in related fields.

Post-Baccalaureate Certificate in Technical Communication

The curriculum for the proposed certificate consists of 12 semester hours. The proposed certificate program draws upon courses that already exist in Auburn University's course inventory. Required courses are currently offered on a yearly basis, and elective courses are offered every other year.

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.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 12, 2010

INFORMATION ITEM E: 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:

Master of Building Construction, M.B.C. - CIP 14.0401

Agronomy and Soils, M.S. – CIP 01.1199

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 F: Changes to the Academic Program Inventory

Staff Presenter: Mrs. Ellen Haulman
Assistant Director for Instruction

Staff Recommendation: For information only.

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

Supporting Documentation:

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

A. Program Inventory Deletions

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

Alabama A&M University	45.0601	Economics, BS [non-viable program]
Alabama State University	45.1101	Sociology, BA [non-viable program]
Athens State University	50.0701	Arts, General, BA [non-viable program]

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	52.0604 <u>45.0601</u>	Business Economics, BS
University of North Alabama	52.0201	<u>Professional</u> Management, BBA
University of South Alabama	52.0801	Banking <u>Economics</u> and Finance, BS

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 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.

Institutions of Higher Education

