Alabama Commission on Higher Education
RSA Union Building, 100 North Union Street, Room 782
Montgomery, Alabama 36104
Office: 334-242-1998
Fax: 334-242-2269
Website: www.ache.edu

COMMISSION MEETING

ACHE Commissioner Conference Room 779
RSA Union Building, 7th floor
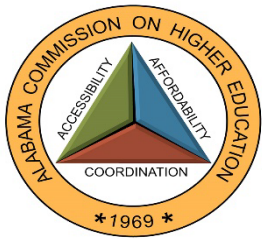100 North Union Street
Montgomery, AL 36104

September 13, 2024
10:00 a.m.

Public Zoom Option for Meeting:
https://us02web.zoom.us/j/6569091900?pwd=KzJ3R05rb01NY1BoV1lCdCs2ZGNIZz09

Meeting ID: 656 909 1900
Passcode: 139242
Dial by your location
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)

AGENDA
ALABAMA COMMISSION ON HIGHER EDUCATION
RSA Union Building, 7th Floor
ACHE Commissioner Conference Room 779

September 13, 2024
10:00 AM

I. **Call to Order / Prayer/ Pledge of Allegiance**

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

III. **Approval of Agenda**

V. **Chairman's Report**
Commissioner Bouldin

VI. **Election of Officers**
Nominating Committee Report

VII. **Executive Director's Report**
Dr. Jim Purcell
- Workforce Alignment

VIII. **Discussion Items**
- Workforce - *Staff Presenter Joseph Lulka*
- HBCU Deferred Maintenance Results - *Staff Presenter: Dr. Jim Hood*

IX. **Decision Items**

H. Information Items

I. Adjournment

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING
June 14, 2024

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 14, 2024, in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Bouldin called the meeting to order at 10:00 a.m. and asked Commissioner Singleton to open the meeting with a prayer. Commissioner Bouldin then led the audience in the Pledge of Allegiance.

II. Roll Call of Members and Determination of Quorum

Dr. Purcell called the roll and affirmed a quorum of members was present.

Commission Members present: Miranda Bouldin, Charles Buntin, Amy Price, Ann Forbes, Larry Turner, Jody Singleton, Rod Scott, Timothy Gyan, Stan Nelson, Michael Spiller, and Terry Welch.

Commission Members absent: Paul Kennedy

III. Approval of Agenda

RESOLVED: Commissioner Price moved to adopt the published agenda for the June 14, 2024 meeting. Commissioner Forbes seconded. The agenda was approved.

IV. Consideration of Minutes of March 8, 2024.

RESOLVED: Commissioner Singleton moved for approval of the March 8, 2024 minutes. Commissioner Price seconded. Motion carried.

V. Chairman's Report

Commissioner Bouldin welcomed everyone to the meeting. She announced the appointment of the Nominating Committee for the election of officers.

Committee members appointed were Commissioners Singleton (Chair), Scott, and Welch. The committee will report at the September 13, 2024 meeting of the Commission.

Commissioner Bouldin recognized Commissioners Timothy Gyan and Charles Buntin, whose term will be ending August 31, 2024, for their service and presented them with a plaque.

VI. Executive Director's Report

Dr. Purcell recognized Commissioner Bouldin, whose term will be ending August 31, 2024, for her nine years of service with the Commission as well as the Chair for the last two years, presenting her with two plaques. Commissioner Bouldin thanked the Commission for a wonderful experience over the past nine years. She shared she enjoyed serving the state of Alabama.

Dr. Purcell also recognized Commissioner Price for her great work for the last 10 years on the Sylacauga City Schools Board of Education and shared a Yellowhammer article in which Price was quoted regarding Alabama's nursing pass rates.

Dr. Purcell recognized Wallace State Community College in Hanceville for being named as a finalist for the 2025 Aspen Prize for Community College Excellence.

Dr. Purcell highlighted ACHE's research fellows and summer interns working this year for the agency.

Dr. Purcell reported on the following:

- Legislative Update
  Dr. Purcell gave a brief update of the legislative session that had recently ended. He also gave an overview of the 2025 Education Trust Fund budget for the upcoming year.

- Comparisons by State
  Dr. Purcell gave an update of the FAFSA comparisons from the previous year to the current year. Dr. Purcell also gave an overview of the comparison of state's funding for Public Higher Education. A copy of the PowerPoint presentation can be found on the ACHE website at www.ache.edu.

VII. Discussion Items

- Artificial Intelligence
  Dr. Dolan gave a brief overview of Artificial Intelligence (AI) in Higher Education in Alabama. She mentioned the AI event sponsored by ACHE and hosted by Auburn University on October 10-11, 2024. A copy of the PowerPoint presentation can be found on the ACHE website at www.ache.edu.

VIII. Decision Items

A. Academic Programs

1. **Athens State University**
   Bachelor of Arts in Music Industry Studies (CIP 50.1099)

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Turner moved to accept the recommendation for approval. Commissioner Forbes seconded. Motion carried.

2. **Troy University**
   Doctor of Philosophy in Criminology (CIP 45.0401)

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Singleton moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

3. **University of Alabama at Birmingham**
   Master of Science in Artificial Intelligence in Medicine (CIP 11.0102)

   Dr. Pillay spoke on behalf of the University of Alabama at Birmingham about the M.S. in AI in Medicine. He gave a brief conception of the program and talked of how the program is the key to unlock challenges being faced in healthcare. He stated The School of Medicine and its partners within UAB and outside entities decided to strategically invest in building their capacity and compatibility in this program and future programs.

   Q and A:

   Dr. Purcell asked how the smaller institutions with limited resources will be able to transition to AI? Dr. Pillay response was UAB will be open to partnering with institutions to develop

faculty and human resources, which can be made available through UAB programs and UAB can also be a resource.

Commissioner Singleton asked Dr. Pillay his vision of who will govern AI in the healthcare industry? Dr. Pillay response was currently only the federal and state regulatory environments exist, and institutions will have to self-manage the ethical aspects of AI.

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Price moved to accept the recommendation for approval. Commissioner Forbes seconded. Motion carried.

4. **University of Montevallo**
   Master of Education in Special Education (CIP 13.1001)

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Spiller moved to accept the recommendation for approval. Commissioner Forbes seconded. Motion carried.

5. **University of South Alabama**
   a. Doctor of Philosophy in Environment and Society (CIP 03.0103)

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Forbes moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

   b. Bachelor of Science in Mechanical Engineering – Aerospace Engineering (CIP ~~14.1901 14.0201~~)- Substantive Modification

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Forbes moved to accept the recommendation for approval. Commissioner Gyan seconded. Motion carried.

6. **Request to Amend Post-Implementation Conditions**
   University of Alabama in Huntsville, Doctor of Philosophy in Aerospace Systems Engineering (CIP 14.0201) - Extension Requested

   Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation to approve the requested extension.

   RESOLVED: Commissioner Welch moved to accept the recommendation to approve the requested extension. Commissioner Singleton seconded. Motion carried.

7. **Bevill State Community College**
   Associate of Applied Science in Facility Maintenance Technician (CIP 15.0612)

   Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Spiller moved to accept the recommendation for approval.

Commissioner Price seconded. Motion carried.

8. **Calhoun Community College**
   a. Associate of Applied Science in Social Work Technology (CIP 44.0701)

Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Welch moved to accept the recommendation for approval. Commissioner Forbes seconded. Motion carried.

   b. Associate of Applied Science in Aviation Airframe Technology (CIP 47.0607)

Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Gyan moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

   c. Associate of Applied Science in Aviation Powerplant Technology (CIP 47.0608)

Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Welch moved to accept the recommendation for approval. Commissioner Buntin seconded. Motion carried.

9. **Enterprise State Community College**
   a. Associate of Applied Science and Certificate in Automotive Technology (CIP 47.0604)

Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Singleton moved to accept the recommendation for approval. Commissioner Buntin seconded. Motion carried.

   b. Associate of Applied Science and Certificate in Welding (CIP 48.0508)

Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Singleton moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

B. **Information Items**

RESOLVED: Commissioner Buntin moved that the Commission accept Information Items 1 through 6. Commissioner Forbes seconded. Motion carried.

1. Extensions/Alterations to Existing Programs of Instruction
   a. Implementation of For-Credit Non-Degree Certificate Programs
   b. Changes to the Academic Program Inventory
   c. Curricular Modifications to Existing Degree Programs

2. Updates to Academic Units

3. Implementation of Distance Education Programs

4. Annual Off-Campus Site Report for Academic Year 2022- 2023

5. New Exempt Off-Campus Sites
   a. Central Alabama Community College, New Exempt Off-Campus Site: Talladega High School Career Technical Center
   b. Chattahoochee Valley Community College, East Alabama Medical Center
   c. Snead State Community College, Snead State Workforce and Career Institute
   d. Jacksonville State University, Lincoln High School
   e. Jacksonville State University, Southside High School
   f. Jacksonville State University, Sylacauga High School
   g. Alabama State University, Loveless Academic Magnet Program High School

6. Summary of Post-Implementation Reports
   a. Programs that Met Post-Implementation Conditions
   b. Programs that Did Not Meet Post-Implementation Conditions

C. Adjournment

The meeting was adjourned at 11:19 a.m.

The next meeting of the Commission is scheduled for September 13, 2024.

_____
Miranda Bouldin, Chairman

Sworn to and subscribed before
me this the ___ day of _____ 2024.

_____
James E. Purcell, Executive Director

_____
Notary Public

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: A   Approval of 2025 Meeting Schedule

Staff Presenter: Dr. Stephanie Dolan
                                        Associate Director of Planning and Policy

Staff Recommendation: That the Commission approve the proposed meeting
                                        schedule for 2025.

                                        The following dates are all Fridays.

                                        Proposed Meeting Schedule for 2025
                                        March 14, 2025
                                        June 13, 2025
                                        September 12, 2025
                                        December 12, 2025

Background: The proposed schedule was developed with the
                                        following considerations:

                                        1. The Commission is required by law to meet at least
                                           once every three months.
                                        2. A meeting is necessary in December to adopt the
                                           Consolidated Budget Recommendation.
                                        3. The proposed schedule attempts to avoid most state
                                           and federal holidays

Supporting Documentation: None.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: B   <u>Annual Report: Alabama Commission on Higher
                                          Education 2023-2024</u>

<u>Staff Presenter</u>:   Dr. Stephanie Dolan
                                          Associate Director of Planning and Policy

<u>Staff Recommendation</u>:   That the Commission approve the report as presented.

<u>Background</u>:   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 to
                                          the Legislature an annual report highlighting the
                                          designated fiscal year's activities of the Commission.

<u>Supporting Documentation</u>:   2023-2024 Annual Report- Alabama Commission on
                                          Higher Education will be distributed under separate
                                          cover.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: C

Fiscal Year 2024-25 Operations Plan

Staff Presenter:

Veronica Harris
Director of Agency Fiscal Services and Accounting

Staff Recommendation:

That the Commission approve the proposed Operations Plan for Fiscal Year 2024-25.

Background:

The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2024-25 appropriations are satisfied. Each agency is required to submit a plan for each budget unit showing expenditures for each quarter of the fiscal year. This plan, which was due to the Executive Budget Office on July 31, 2024, was submitted; however, any changes can be made with a revision.

In Fiscal Year 2024-25, the Commission's total budget will be $71,709,213. This is a $6,498,636. increase from FY 2023-24 budget of $65,210,577.

There are three new line items in the FY 2024-25 Education Trust Fund (ETF) budget.

Study Alabama	$ 50,000
Indians Affairs Scholarship Program	$100,000
Scottsboro Boys Museum	$200,000

The following programs received the following increases/ (decreases) in the FY 2024-25 ETF budget:

ACHE Operations and Maintenance	$ 545,231
Retain Alabama	$ (400,000)
FAFSA Completion	$ 80,000
Alabama Student Assistance Program	$ 500,000
Alabama Student Grant Program	$ 500,000
Alabama National Guard Program	$3,358,162
Articulations	$ 200,243
Southern Regional Education Board	$ 175,000
Resource Conservation & Development	$1,050,000
Soil and Water Conservation Committee	$ 100,000
Black Belt Treasures	$ 15,000
AKEEP Teacher Recruitment Partnership	$ 100,000
Civil Air Patrol	$ 25,000
Alabama Humanities Foundation	$ (100,000)

In terms of sources of revenue, in the coming fiscal year, approximately 99.4% of the Commission's funds come from the state's Education Trust Fund and .6% comes from local funds. ACHE currently receives no funds from the federal government.

In FY 2024-25, approximately 89% of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 11% of the total funds available.

Supporting Documentation: 1. EBO Form 8. Agency Summary. Attached.

          2. FY 2024-25 Operations Plan. Entire Document.
           Available upon request.

STATE OF ALABAMA	OPERATIONS PLAN	AGENCY NO. 319
EBO FORM NO. 8	FISCAL YEAR 2024-2025	
REVISION NO.:		

DATE: AGENCY NAME: ALABAMA COMMISSION ON HIGHER EDUCATION

APPROPRIATION UNIT NAME: AGENCY SUMMARY   APPROPRIATION UNIT NO. 152, 153,340
    172, 189, 151

ACTIVITY NAME: ALL ACTIVITIES   ACTIVITY NO.:   ALL

BUDGET ORG. NAME: BUDGET ORG NO.:

OBJECTIVE	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
NUMBER OF EMPLOYEES:	26	30	31	31	XXXXXXXXXXX

CODE NO.	EXPENDITURES BY MAJOR OBJECT:	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
01	PERSONNEL COSTS	1,255,927	985,355	985,355	833,881	4,060,518
02	EMPLOYEE BENEFITS	354,503	311,959	311,959	276,775	1,255,196
03	TRAVEL-IN-STATE	11,900	16,225	16,100	18,100	62,325
04	TRAVEL-OUT-OF-STATE	24,500	15,600	9,445	19,500	69,045
05	REPAIRS AND MAINTENANCE	300	1,300	1,300	1,300	4,200
06	RENTALS & LEASES	189,773	193,578	185,937	191,453	760,741
07	UTILITIES & COMMUNICATION	45,785	48,700	48,700	60,901	204,086
08	PROFESSIONAL SERVICES	220,014	257,396	246,391	254,590	978,391
09	SUPPLIES & OPERATIONS	110,867	54,469	170,209	193,762	529,307
10	TRANSPORTATION EXPENSES	4,800	2,700	4,200	6,000	17,700
11	GRANTS, BENEFITS & CLAIMS	15,856,756	15,939,881	15,838,583	15,895,649	63,530,869
12	CAPITAL OUTLAY					
13	TRANSPORTATION PURCHASE	-	-	-	50,000	50,000
14	OTHER EQUIPMENT PURCHAS	11,600	47,000	55,985	72,250	186,835
15	DEBT SERVICE					
16	NON-EXPENDITURE DISB.					
	TOTAL EXPENDITURES	18,086,725	17,874,163	17,874,164	17,874,161	71,709,213

SOURCE OF FUNDS

FUND NO.	FUND NAME	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
403	FUNDS BROUGHT FWD(FEDER	-				-
754	FUNDS BROUGHT FWD (TSPAT)					
200	ETF	17,977,666	17,765,103	17,765,104	17,765,101	71,272,974
403	FEDERAL AND LOCAL	109,059	109,060	109,060	109,060	436,239
458	AGSLP					
1160	FUNDS BROUGHT FWD(MONITOR)					
778	SAILS					
200	COLA SALARY INCREASE					
1170	AL STUDENT ASSISTANCE KNIGHT					
	TOTAL SOURCE OF FUNDS	18,086,725	17,874,163	17,874,164	17,874,161	71,709,213

EBO USE ONLY

DATE: APPROVED: _Gina Tillery_

A: _____   DATE: 7/15/24

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: D

<u>Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2024-2025 Academic Year</u>

<u>Staff Presenter:</u>

Mrs. Takena V. Jones
Grants and Scholarships Associate

<u>Staff Recommendation:</u>

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

<u>Background:</u>

Chapter 300-4-.04 of the Alabama Student Grant Program Regulations states the order in which institutions will be issued Fall term checks shall be determined by a random and public drawing of institutions. Pursuant to the regulations, sealed envelopes with the names of the institutions, which have declared their intentions to apply for participation in the ASGP for the 2024-2025 academic year, have been created and will be used in the drawing.

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

<u>Supporting Documentation:</u>

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

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: E

Preliminary Approval of Repeal and New Rule §300-2-1-.05
within Administrative Procedures for Program Review

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission give preliminary approval the proposed repeal of the existing rule §300-2-1-.05 ("Review of Off-Campus Instruction Offered by Public Postsecondary Institutions") and adoption of a new rule in its place, to be entitled, "Review of Off-Campus Instruction Offered by Public Postsecondary Institutions and Determination of Service Areas."

Background:

Review of off-campus instructional sites in Alabama fits within the authority given to the Commission by the Legislature in *Code of Alabama 1975*, §16-5-8(d):

"The commission shall have the authority to authorize and regulate off-campus offerings, new or existing; except courses taught at business and industry sites intended exclusively for employees of business and industry. An exception to this off-campus authority is provided for the branch campuses of universities or branch campuses of junior colleges in existence at the time of passage of this chapter whose fall 1978 registrations exceeded 500 class enrollments and branch campuses of universities operating prior to 1960."

The existing rule §300-2-1-.05 ("Review of Off-Campus Instruction Offered by Public Postsecondary Institutions") was last updated in 2007 to include new provisions for recognizing institutional service areas and for regulating off-campus programs.

The proposed new rule is intended to address the following issues with existing rule §300-2-1-.05:

1. Rule title should be updated to include determination of service areas.

2. Rule needs to be reorganized to improve clarity. The proposed organization differs enough from the existing rule that it is preferable to repeal and provide a new rule, rather than amend the existing rule.

3. Sections on Off-Campus Programs should be revised to align with institutional accreditation substantive change processes for Off-Campus Instructional Sites.

4. New section should be added establishing a process for modifying institutional service areas.

In developing the new rule, Commission staff solicited feedback from institutional stakeholders, along with representatives from the Alabama Community College System and the University of Alabama System. Between April and August 2024, four open forum webinars took place to discuss proposed changes and identify issues to be addressed. There was general consensus

that aligning the Commission's rules with substantive change policies for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) would benefit institutions.

Should the Commission decide to give preliminary approval at its meeting on September 13, 2024, the new rule may proceed through the full regulatory review process, as managed by the Alabama Legislative Services Agency, which includes an additional public review period of at least 45 days. Depending on input received through that review process, the Commission may vote to give final approval at a later meeting.

Supporting Documentation:

1. Text of proposed new rule Administrative Procedures, §300-2-1-.05, attached. Language retained from the previous rule appears in black, with language to be added in blue and language to be eliminated in red.

2. "Review of Off-Campus Instruction Offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), §300-2-1-.05. Available upon request.

Attachment 1

NOTE: Language retained from the previous rule appears in black, with language to be added in blue and language to be eliminated in red.

300-2-1-.05 <u>**Review of Off-Campus Instruction Offered by Public Postsecondary Institutions** and Determination of Service Areas</u>**.** PROPOSED NEW RULE

(1) **Purpose:** The purpose of reviewing and approving or disapproving off-campus offerings of public postsecondary institutions is to ensure that such offerings meet the criteria and standards established by the Alabama Commission on Higher Education and to ensure that educational needs across the state are being met, while maintaining the integrity of institutional service areas.

(2) **Commission Responsibility:** It is the responsibility of the Alabama Commission on Higher Education to monitor off-campus instructional offerings within the state of Alabama and establish policies and procedures for reviewing new or existing off-campus sites of public postsecondary institutions in Alabama, except for exempt sites delineated by the Commission's statute (see Code of Ala. 1975, §16-5-8[d]).

(3) **Scope:** This rule shall apply only to off-campus sites located within the state of Alabama. This rule does not apply to off-campus sites that are located out of state, nor does it apply to distance education offerings, non-credit offerings, courses offered on an individual study basis, or non-instructional sites.

(4) **Definitions:** For purposes of this rule, the following definitions apply:

    (a) Off-Campus Site: The specific location where one or more courses are offered for academic credit geographically distant from the sponsoring institution's main campus. It does not include locations for in-person interactions that are non-instructional (e.g., outreach offices, research facilities, orientation sites, practicum sites). An off-campus site will be designated as exempt or non-exempt:

        1. Exempt Sites: The following off-campus sites are exempt from Commission approval and require prior notification only, provided that institutions

intend to offer only off-campus courses that do not constitute an off-campus program.

    a.   Sites at which the Fall 1978 registrations exceeded 500 class enrollments (exempted by statute, see Code of Ala. 1975, §16-5-8[d]).

    b.   University sites which were operated prior to 1960 (exempted by statute, see Code of Ala. 1975, §16-5-8[d]).

    c.   Sites located on military reservations (exempted by statute, see Code of Ala. 1975, §16-5-8[g]).

    d.   Business and industry sites where only their employees are enrolled in the off-campus courses (exempted by statute, see Code of Ala. 1975, §16-5-8[d]).

    e.   Off-campus prison sites where courses are taught exclusively for inmates and prison employees (exempted by Commission decision prior to August 18, 2000).

    f.   High school sites where courses are taught exclusively to high school students enrolled in early admission, accelerated, or dual enrollment/dual credit programs (exempted by Commission decision on August 18, 2000).

    g.   Two-year college sites located within their respective service areas (exempted by Commission decision on August 18, 2000).

    h.   University sites located within their respective service areas (exempted by Commission decision on August 18, 2000).

2. Non-Exempt Sites: Any off-campus site that does not fit within one of the exemptions enumerated above shall be considered non-exempt and will require Commission approval before instruction can be offered at the site.

(b) Branch Campus: A special type of off-campus instructional site that is geographically apart from

an institution's main campus, where instruction is delivered, and that is independent of the main campus of an institution. An off-campus instructional site is independent of the main campus if it is permanent; offers courses in educational programs leading to a degree, diploma, certificate, or other for-credit credential; has its own faculty and administrative or supervisory organization; and has its own budgetary and hiring authority. See also §300-2-1-08 ("Operational Policy on the Designation of Branch Campus Sites").

(c) Off-Campus Instruction: A for-credit course or program taken by a student or students at a location other than a Commission-recognized main or branch campus of the sponsoring institution. The Commission's policy on off-campus instruction applies to traditional instructional settings, i.e., face-to-face classroom instruction that occurs at a location away from the Commission-recognized main or branch campus of the institution. Practicum, clinical training, internships, or other work-based learning activities are considered non-instructional and are excluded from this rule.

(d) Off-Campus Course: A course provided to any group of students for academic credit at a particular off-campus site in an organized classroom setting.

(e) Off-Campus Program: A program of instruction ~~offered in its entirety~~ for which 50% or more of the instruction is delivered at an off-campus site.

(f) Service Area: The geographical area within the state of Alabama where an institution is recognized as a primary provider of for-credit postsecondary instruction.

(g) Graduate-Level Coursework: Coursework designed for programs of study beyond the bachelor's degree level, including courses that apply toward post-baccalaureate certificates (IPEDS Level 6), master's degrees (IPEDS Level 7), education specialist degrees and post-master's certificates (IPEDS Level 8), and doctoral degrees (IPEDS Levels 17, 18, and 19).

(h) Lower-Division Coursework: Undergraduate coursework

designed for introductory- or intermediate-level study in a collegiate discipline, such as general education courses, major prerequisite courses, and program courses at the associate level.

(i)   Upper-Division Coursework: Also known as "upper-level" coursework or "major" coursework, undergraduate coursework designed for more advanced study and is required to complete a baccalaureate program of study.

(5) **Establishment of a New Off-Campus Site within an Institution's Own Service Area:**

(a)   Prior Notification Required: An institution seeking to offer instruction at an off-campus site within its recognized service area is exempted from Commission approval in most cases, but the institution must notify the Commission prior to delivering instruction at the proposed site.

(b)   Documentation Required for New Off-Campus Site: Institutions must submit the following documentation to the Commission as part of their notification for a new off-campus site:

1.   Off-Campus Course List: A list of courses from which each term's schedule will be developed will be submitted with each new site notification. If the list includes upper-division or graduate-level courses, the institution shall include information about how the courses will be applied to specific academic program requirements.

2.   Off-Campus Program List, if applicable: A list of programs for which 50% or more of the program coursework will be delivered at the off-campus site. Institutions planning to offer one or more off-campus programs will be required to seek Commission approval for the site, unless the site is exempted by statute.

3.   Summary of Funding of Off-Campus Instruction: Off-campus instruction should be self-supporting, i.e., costs should be covered by tuition, fees, and extramural support. If an institution plans to reallocate its own funds to support instruction at an off-campus site (such as for new equipment

or lease of the facility), budget projections must accompany the site notification.

(c) Coordination of Instructional Offerings: The Commission recognizes that institutions often share service areas, and the following guidelines are intended to support coordination of instructional offerings:

1. All universities which are located in the same county or which share service areas may offer courses within the shared area, but they should work together and in conjunction with the Commission to avoid the unnecessary duplication of course offerings.

2. Since there are instances in which two-year colleges and universities are located within overlapping areas, care must be taken to avoid the unnecessary duplication of lower-division courses. For this reason, a university shall not offer lower-division courses in the home county of a two-year institution main campus which offers similar courses without the written consent of the two-year institution, while a two-year institution shall not offer courses in the home county of a university main campus which offers similar courses without the written consent of the university. This stipulation does not apply to situations in which a university and a two-year college are located in the same county. In these situations, each institution may offer courses within the shared area, but they should work together to avoid the unnecessary duplication of course offering.

3. No off-campus site may be located nearer than 25 miles to a main campus of another institution which offers similar courses without the written consent of that institution.

(6) **Establishment of a New Exempt Off-Campus Site outside an Institution's Service Area:**

(a) Prior Notification Required: An institution seeking to offer instruction at an exempt off-campus site located outside its recognized service area is exempted from

Commission approval in most cases, but the institution must notify the Commission prior to delivering instruction at the proposed site.

(b) Documentation Required: Institutions must submit the following documentation to the Commission as part of their notification for a new exempt off-campus site located outside their recognized service area:

1. Off-Campus Course List: A list of courses from which each term's schedule will be developed will be submitted with each new site notification. If the list includes upper-division or graduate-level courses, the institution shall include information about how the courses will be applied to specific academic program requirements.

2. Off-Campus Program List, if applicable: A list of programs for which 50% or more of the program coursework will be delivered at the off-campus site. Institutions planning to offer one or more off-campus programs will be required to seek Commission approval for the site, unless the site is exempted by statute.

3. Summary of Funding of Off-Campus Instruction: Off-campus instruction should be self-supporting, i.e., costs should be covered by tuition, fees, and extramural support. If an institution plans to reallocate its own funds to support instruction at an off-campus site (such as for new equipment or lease of the facility), budget projections must accompany the site notification.

4. Written Consent: Since it is desirable in most instances to have the closest qualified institution respond to off-campus credit course needs, the Commission requires that institutions seeking to offer instruction at a new site outside their recognized service area obtain written consent from institutions whose service area includes the proposed site, except in the following circumstances:

a.   Written consent is not required when the proposed site falls under one of the exemptions provided for in statute (see above §(4)(a)1 a-d).

b.   Written consent is not required when the institutions within the service area do not offer similar courses to proposed off-campus instruction.

(7) **Establishment of a New Non-Exempt Off-Campus Site:**

(a) Commission Approval Required: An institution seeking to offer instruction at a non-exempt off-campus site must receive Commission approval prior to delivering instruction at the proposed site, regardless of whether off-campus programs will be offered.

(b) Documentation Required: Institutions must submit the following documentation to the Commission as part of their proposal for a new non-exempt off-campus site:

1.   Off-Campus Course List: A list of courses from which each term's schedule will be developed will be submitted with each new site notification. If the list includes upper-division or graduate-level courses, the institution shall include information about how the courses will be applied to specific academic program requirements.

2.   Off-Campus Program List, if applicable: A list of programs for which 50% or more of the program coursework will be delivered at the off-campus site.

3.   Summary of Funding of Off-Campus Instruction: Off-campus instruction should be self-supporting, i.e., costs should be covered by tuition, fees, and extramural support. If an institution plans to reallocate its own funds to support instruction at an off-campus site (such as for new equipment or lease of the facility), budget projections must accompany the site proposal.

4.   Written Consent: Since it is desirable in most instances to have the closest qualified institution respond to off-campus credit course needs, the Commission requires that institutions seeking to offer instruction at a non-exempt site obtain written consent from institutions whose service area includes the proposed site.

(8) **Compliance with Accreditation** ~~Guidelines and Criteria~~ **Requirements**: All off-campus instructional sites, exempt and non-exempt, must be in full compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) guidelines and ~~criteria~~ policies pertaining to substantive change, along with curriculum, faculty, administration, equipment, learning resources, and student services. Council on Occupational Education (COE) guidelines will apply to institutions accredited by that agency.

(9) **Annual Follow-up Report Requirement**: ~~Regardless of exemption status,~~ Institutions ~~will~~ must submit an annual follow-up report for each off-campus site, regardless of its exemption status ~~by July 1 each year~~. The Alabama Community College System (ACCS) ~~Department of Postsecondary Education~~ may submit a comprehensive follow-up report for the entire system.

(10) **Discontinuation of an Off-Campus Site:** The Commission must be notified if a site is discontinued so that annual reports will not be expected.

(11) **Modification of an Off-Campus Site**: Modifications to existing off-campus sites may be considered substantive—requiring approval, substantive—requiring notification, or non-substantive.

   (a) Substantive, requiring approval: Commission approval is required before an institution can add a new off-campus program at an existing off-campus site, unless the site is exempted by statute.

   (b) Substantive, requiring notification: An institution must notify the Commission prior to implementing any of the following changes to an existing off-campus site:

      1. Modification of the site's course list to include additional upper-division or graduate-level coursework.

      2. Discontinuation of an off-campus program.

      3. Change of address.

   (c) Non-substantive: An institution may make the following changes to an off-campus site without prior notification to the Commission. Such changes must be

noted on the institution's annual follow-up report for the site:

1.   Addition of lower-division courses to the site's course list.

2.   Deletion of courses from the site's course list.

(12) **Compliance Monitoring Authority:** The Commission retains the authority to monitor compliance with the guidelines. If infractions are found, they will be referred to the appropriate governing board for corrective action.

(13) **Determination of Service Areas:**

~~For the purposes of off-campus instruction, service areas for the two-year colleges are those determined by the State Board of Education. Service areas for senior institutions are determined by the Commission, using the following considerations:~~

~~1.   Proximity of the off-campus site to the sponsoring institution~~

~~2.   Relationship of the off-campus site to the sponsoring institution based on student source reports that are produced using data from the Alabama Statewide Student Database; and~~

~~3.   The mission of the institution.~~

(a)   Under its authority to authorize and regulate off-campus offerings, the Commission shall determine service areas for public institutions within the state. All geographic areas of the state must be served by at least one senior institution and one two-year institution.

(b)   Commission approval is required to modify the geographical boundaries of an institution's service area. The Commission will use all of the following criteria to evaluate and approve or disapprove requests for modification of institutional service area:

1.   Appropriateness for the institution's mission, including support of the institution's governing board;

2.   Institutional readiness (defined as institutional commitment, resources, and facilities to support the target service area);

3.   Rationale for the change in service area, specifically to include advancement of state and/or regional strategic interests;

4.   No adverse impact on access to public postsecondary education for any geographical area of the state;

5.   Written consent of public institution(s) operating within the target service area;

6.   Demonstrated support of community and industry stakeholders within the target service area; and

7.   Accreditation considerations, as appropriate.

Author: ~~William O. Blow~~ Robin E. McGill
Statutory Authority: Code of Ala. 1975, §§16-5-1, *et seq.*
History: New Rule. Filed on 7/11/95 to replace a repealed rule, "Review of Off-Campus Offerings of Postsecondary Institutions," which had the same rule number. Effective: August 31, 1995. This rule is based on policy adopted by the Commission on 6/22/79 and revised on 6/19/92 and 2/11/94. Extensive addition and revision adopted by the Commission on 6/30/95 necessitated the repeal of the former rule and the adoption of the current rule. **Amended:** Filed June 4, 1997; effective July 9, 1997. **Amended:** Filed April 6, 1998; effective May 11, 1998. **Repealed and New Rule:** Filed December 5, 2000; effective January 9, 2001. **Amended:** Filed May 7, 2007; effective June 11, 2007. **Repealed and New Rule:** Filed XXXX; effective XXXX.

EXISTING SECTIONS TO BE ELIMINATED
[Note: Provisions on Off-Campus Program Approval have been reconfigured to fall under site approval, which is more aligned with SACSCOC policies. Language around "program lists" has been added to all types of new off-campus sites (see Sections 5, 6, and 7. Requirements for Commission approval to add programs to the off-campus program list have been included under Modification of an Off-Campus Site (see Section 11).]

Review and Approval of Off-Campus Programs: In addition to all criteria stated for the approval of off-campus courses, the following additional criteria shall apply to the approval of off-campus instructional programs (approved by the Commission on March 2, 2007):

(a) Location of Programs: Complete degree programs may only be offered at Commission approved sites. Distance from the offering institution to the proposed off-campus sites will be a primary consideration in the delivery of off-campus programs, unless it can be demonstrated that the proposed program is the only one of its kind.

(b) Relationship to the Commission's Academic Program Inventory: All programs to be offered off-campus must be listed in the Commission's Academic Program Inventory for the proposing institution.

(c) Strength of the Existing On-Campus Program: Only programs which are academically strong and productive on the main campus should be offered off-campus. Information related to the main campus program must be provided. This includes:

1. Headcount enrollment data for the preceding five academic years,

2. Completion rates for the preceding five academic years as reported to the National Center for Educational Statistics through the Integrated Postsecondary Education Data System (IPEDS), and

3. Current accreditation status, if programmatic accreditation is available.

4. If graduates of the program are required to pass a certification or licensure examination, the institution must provide documentation related to the performance of its graduates on such an examination.

5. The institution must also include data related to the

placement rates of graduates of the program.

6. Exceptions to this rule may be considered, based on (d), (e), and (f) following.
(d) Adequate Student Demand: The institution must provide documentation of strong student demand, along with graduation projections for the first five years of operation at the proposed site. Post-implementation conditions on enrollment, graduation rates and job placement similar to those placed on the approval of new academic programs will be placed on the approval of off-campus programs. If a program is to be offered on a limited one-time basis, this must be stated. In such cases, student demand, enrollment projections, and graduation projections will be applied accordingly.

(e) Need for the Program: The institution must provide documentation that there is significant unmet need (employer demand) which cannot be met by the campus-based program or by other similar programs in the State.

(f) Effect on the Existing On-Campus Program: In supporting documentation, the institution must explain potential effects of the proposed off-campus program on the resources available to and the quality of the program on the main campus. The institution must also provide documentation that the Southern Association of Colleges and Schools and any professional accreditation agencies, if applicable, have been notified of the institution's intent to offer the proposed program off-campus. Documentation must be provided that required clearances have been received from the appropriate accreditation agencies.

(g) Clinical Sites: If the proposed program requires a clinical component (example: allied health programs), signed clinical agreements with appropriate agencies sufficient in number to accommodate the projected enrollment in the program must be provided. These agreements must indicate the total number of clinical slots that will be available at each clinical site.

(h) Admission and Program Completion Requirements: Admission and program completion requirements for a proposed off-campus program must be the same as the requirements on the main campus.

(i) Public Review of Off-Campus Program Proposals: All proposals for off-campus programs will be subject to a twenty-day public comment period prior to action or acceptance by the Commission. Proposals must be submitted electronically by the institutions and will be posted to the Commission website for public review

and comment. At the end of the twenty-day period, the Commission staff will compile the comments and send them to the applicant institution for response.

(j) Compliance Monitoring of Off-Campus Programs: If an institution is found to be offering an off-campus program without the approval of the Commission, the Commission staff will notify the institution in writing regarding the violation and may conduct an on-site visit to confirm the non-compliance with Commission policy, if necessary. Following this review, the Commission will take appropriate action concerning the violation.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: F   <u>Preliminary Approval of Repeal of Attachments to the</u>
                                   <u>Administrative Procedures for Program Review (§300-2-1-A)</u>

<u>Staff Presenter:</u>   Dr. Robin McGill
                                   Deputy Director for Academic Affairs

<u>Staff Recommendation:</u>   That the Commission give preliminary approval the proposed
                                   repeal of Attachments to the Administrative Procedures for
                                   Program Review (§300-2-1-A).

<u>Background:</u>   The Attachments to the Administrative Procedures for Program
                                   Review currently includes three documents:

                                   1. Service Area Tables Approved by State Board of Education
                                       for Two-Year Colleges, included in 2007 as attachment to
                                       Rule §300-2-1-.05.

                                   2. Service Area Tables for Universities by County, included in
                                       2007 as attachment to Rule §300-2-1-.05.

                                   3. Alabama State Board of Education Resolution, Passed
                                       January 25, 1996 relating to "Consolidation or Merger of
                                       Postsecondary Institutions" and "Chancellor's Guidelines
                                       and Timetable for Merger or Consolidation," included in 1998
                                       as attachment to Rule §300-2-1-.09.

                                   Repeal is recommended because all three attached documents
                                   are out-of-date. Furthermore, ACHE staff recommends that the
                                   appropriate place to maintain current lists of institutional service
                                   areas is on the Commission's website (ache.edu).

                                   Commission staff solicited feedback from institutional
                                   stakeholders on several occasions between April and August
                                   2024, and no objections were raised to the proposed repeal of
                                   §300-2-1-A.

                                   Should the Commission decide to give preliminary approval at its
                                   meeting on September 13, 2024, the repeal may proceed
                                   through the full regulatory review process, as managed by the
                                   Alabama Legislative Services Agency. Depending on input
                                   received through that review process, the Commission may vote
                                   to give final approval at a later meeting.

<u>Supporting Documentation:</u>   1. Text of existing attachments §300-2-1-A, attached.

                                   2. "Review of Off-Campus Instruction Offered by Public
                                       Postsecondary Institutions," Ala. Admin. Code (Commission
                                       on Higher Education), §300-2-1-.05. Available upon request.

                                   3. "Guidelines For The Review And Approval Of The
                                       Consolidation Or Merger Of Two-Year Postsecondary
                                       Institutions," Ala. Admin. Code (Commission on Higher
                                       Education), §300-2-1-.09. Available upon request.

Higher Education   Rule 300-2-1-A

ALABAMA COMMISSION ON HIGHER EDUCATION
PLANNING AND COORDINATION
ADMINISTRATIVE CODE

CHAPTER 300-2-1
PROGRAM REVIEW

300-2-1-A   Attachments.

ALABAMA COMMISSION ON HIGHER EDUCATION

ATTACHMENTS TO RULE 300-2-1-.05, "REVIEW OF OFF-CAMPUS
INSTRUCTION OFFERED BY PUBLIC POSTSECONDARY INSTITUTIONS"

SERVICE AREA TABLES
ATTACHMENT 1

STATE BOARD OF EDUCATION APPROVED SERVICE AREAS
OF TWO-YEAR COLLEGES
(Boldface Counties Indicate Home Counties)

NOTE: Attachment 1 is included for informational purposes only. Service
areas for Alabama public two-year colleges are determined by the Alabama
Board of Education and are not subject to Commission approval. The
Commission staff will alter this table as changes are received from the
Alabama Department of Postsecondary Education.

1-.300-2-1-A-1

Rule 300-2-1-A   **Higher Education**

College	State Board Approved Service Areas
Alabama Southern Community College	• Choctaw • Marengo • **Clarke** • **Monroe** (all but northeastern corner) • Wilcox (shared with Reid)
Bevill State Community College	• **Marion** • Lamar • **Fayette** • Jefferson (shared with Lawson, Jeff State, Bessemer, and Wallace/ Hanceville) • Pickens (shared with Shelton) • **Walker** • Winston (southwestern one-fourth)
Bishop State Community College	• **Mobile** (shared with Enterprise-Ozark) • Washington
Calhoun State Community College	• Madison (shared with Drake) • Morgan (northern two-thirds shared with Drake) • **Limestone** • Lawrence (eastern one-third shared with NW-Shoals)
Central Alabama Community College	• Clay (western one-half) • **Talladega** • Coosa • **Tallapoosa** (southeast corner shared with Southern Union) • Elmore (site in Tallassee) • Shelby (eastern one-half)
Chattahoochee Valley Community College	• Macon (eastern one-third) • Lee (Southeastern corner shared with Southern Union) • **Russell** (southeastern one-third shared with Wallace - Dothan)
Drake State Technical College	• **Madison** (shared with Calhoun) • Morgan (northern two-thirds shared with Calhoun)

1-.300-2-1-A-2

Higher Education   Rule 300-2-1-A

Enterprise-Ozark Community College	• Pike • **Coffee** (shared with LBW) • Geneva (western two-thirds shared with LBW) • Dale (western half) • Mobile (shared with Bishop)
Faulkner State Community College	• **Baldwin**
Gadsden State Community College	• St. Clair (northeastern third) • **Etowah** • Cherokee (all but northern one-sixth) • Calhoun • Cleburne
Ingram State Technical College	• **Elmore** (statewide responsibility)
Jefferson Davis Community College	• **Escambia** (shared with Reid) • Conecuh (shared with Reid) • Monroe (northeastern corner which is shared with Reid)
Jefferson State Community College	• **Jefferson** (shared with Lawson, Bevill, and Wallace-Hanceville.) • Shelby (western one-half shared with Lawson) • St. Clair (southwestern two-thirds)
Lawson State Community College	• **Jefferson** (shared with Jefferson State, Bevill, and Wallace- Hanceville) • Shelby (site in Hoover)
L. B. Wallace State Junior College	• Butler (shared with Reid) • Coffee (shared with Enterprise-Ozark) • Crenshaw • **Covington** • Geneva (western two-thirds which is shared with Enterprise-Ozark)
Northeast Alabama Community College	• Jackson • **DeKalb** (northern half) • Cherokee (northern one-sixth)
Northwest-Shoals Community College	• Lauderdale • Lawrence (eastern one-third shared with Calhoun) • **Colbert** • **Franklin** • Winston (northwestern one-fourth)
Reid State Technical College	• Escambia (shared with Jeff Davis) • **Conecuh** (shared with Jeff Davis) • Wilcox (shared with Alabama Southern) • Monroe (northeastern corner which is shared with Jeff Davis) • Butler (shared with LBW)

1-.300-2-1-A-3

- 29 -

Rule 300-2-1-A   **Higher Education**

Shelton State Community College	• Bibb • Hale • Greene • **Tuscaloosa** • Sumter • Pickens (shared with Bevill)
Snead State Community College	• **Marshall** • DeKalb (southern half) • Blount (eastern half)
Southern Union State Community College	• Chambers • Clay (eastern half) • Lee (Southeastern corner shared with Chattahoochee Valley). • **Randolph** • Tallapoosa (southeastern corner which is shared with Central) • Macon (middle one-third)
Trenholm State Technical College	• Elmore (shared with Ingram and Central) • **Montgomery** • Lowndes • Bullock (western half) • Macon (western one-third)
Wallace State Community College (Dothan)	• Henry • Dale (eastern half) • **Houston** • Geneva (eastern one-third) • Barbour • Bullock (eastern one-half) • Russell (southern one-third which is shared with Chattahoochee Valley)
Wallace State Community College (Hanceville)	• **Cullman** • Blount (western half) • Winston (eastern half) • Morgan (southern one-third) • Jefferson (northwest corner)
Wallace State Community College (Selma)	• Chilton • Autauga • Perry • **Dallas**

1-.300-2-1-A-4

Higher Education   **Rule 300-2-1-A**

ATTACHMENT 2

SERVICE AREAS OF UNIVERSITIES BY COUNTY
(Boldface Counties Indicate Home Counties)

University	Service Area
Alabama A&M University (AAM)	• **Madison** (shared with UAH) • Cullman (shared with UAH and ATSU) • Jackson (shared with UAH) • Marshall (shared with UAH) • Morgan (shared with UAH and ATSU)
Alabama State University (ASU)	• **Montgomery** (shared with AUM and TROY) • Autauga (shared with AUM and TROY) • Bullock (shared with AUM and TROY) • Crenshaw (shared with AUM and TROY) • Dallas (shared with AUM and TROY) • Elmore (shared with AUM and TROY) • Lowndes (shared with AUM and TROY) • Macon (shared with AU, AUM and TROY)
Athens State University (ATSU)	• **Limestone** • Cullman (shared with AAM and UAH) • Lawrence (shared with UNA) • Morgan (shared with AAM and UAH)
Auburn University (AU) (This institution has a constitutional statewide mission.)	• **Lee** • Chambers • Macon (shared with ASU, AUM and TROY) • Russell (shared with TROY) • Tallapoosa
Auburn University at Montgomery (AUM)	• **Montgomery** (shared with ASU and TROY) • Autauga (shared with ASU and TROY) • Bullock (shared with ASU and TROY) • Crenshaw (shared with ASU and TROY) • Dallas (shared with ASU and TROY) • Elmore (shared with ASU and TROY) • Lowndes (shared with ASU and TROY) • Macon (shared with ASU, AU and TROY)
Jacksonville State University (JSU)	• **Calhoun** • Cherokee • Clay • Cleburne • DeKalb • Etowah • Randolph • St. Clair (shared with UAB and UM) • Talladega (shared with UM)

1-.300-2-1-A-5

Rule 300-2-1-A   **Higher Education**

Troy University (TROY)	• **Pike, Houston, Montgomery (shared with ASU and AUM)** • Autauga (shared with ASU and AUM) • Barbour • Bullock (shared with ASU and AUM) • Butler • Coffee • Conecuh • Covington • Crenshaw (shared with ASU and AUM) • Dale • Dallas (shared with ASU and AUM) • Elmore (shared with ASU and AUM) • Geneva • Henry • Lowndes (shared with ASU and AUM) • Macon (shared with ASU, AU and AUM) • Russell (shared with AU)
University of Alabama (UA) (This institution has a constitutional statewide mission.)	• **Tuscaloosa** • Bibb (shared with UAB and UM) • Fayette • Greene (shared with UWA) • Hale • Lamar • Pickens (shared with UWA) • Walker (shared with UAB)
University of Alabama at Birmingham (UAB)	• **Jefferson** • Bibb (shared with UA and UM) • Blount • St. Clair (shared with JSU and UM) • Walker (shared with UA)
University of Alabama in Huntsville (UAH)	• **Madison (shared with AAM)** • Cullman (shared with AAM and ATSU) • Jackson (shared with AAM) • Marshall (shared with AAM) • Morgan (shared with AAM and ATSU)
University of Montevallo (UM)	• **Shelby** • Bibb (shared with UA and UAB) • Chilton • Coosa • Talladega (shared with JSU) • St. Clair (shared with JSU and UAB)
University of North Alabama (UNA)	• **Lauderdale** • Colbert • Franklin • Lawrence (shared with ATSU) • Marion • Winston

1-.300-2-1-A-6

Higher Education   **Rule 300-2-1-A**

University of South Alabama (USA)	• Mobile • Baldwin • Clarke (shared with UWA) • Escambia • Monroe • Washington
University of West Alabama (UWA)	• Sumter • Choctaw • Greene (shared with UA) • Marengo • Perry • Pickens (shared with UA) • Wilcox • Clarke (shared with USA)

Author: William O. Blow
Statutory Authority: Code of Ala. 1975, §§16-5-1, et seq.
History: New Attachments: Filed May 7, 2007; effective June 11, 2007.

1-.300-2-1-A-7

Rule 300-2-1-A   Higher Education

Attachment To Rule 300-2-1-.09
Guidelines For The Review And Approval Of The Consolidation Or Merger Of Two-Tear Postsecondary Institutions

Alabama State Board Of Education Resolution
Passed January 25, 1996

CONSOLIDATION OR MERGER OF POSTSECONDARY INSTITUTIONS

WHEREAS, a recommendation that all colleges in The Alabama College System be given the opportunity to become community colleges was passed by The Alabama College System President's Association and accepted by the Chancellor of the Alabama College System; and WHEREAS, on May 26, 1989, the Chancellor instructed all technical colleges then accredited by the Commission on Educational Institutions of the Southern Association of Colleges and Schools to become accredited by the Commission on College of the Southern Association of Colleges and Schools; and

WHEREAS, the Chancellor is responsible for the development of guidelines and criteria to be met by institutions of the Alabama College System in changing status; and

WHEREAS, the Chancellor, upon the occasion of an institution's having met the guidelines and criteria specified for changing status may recommend approval of such change in status to the Alabama State Board of Education; and

WHEREAS, the Alabama State Board of Education wishes to reaffirm its commitment to peer accreditation processes and its support, without reservation, of the need for and importance of such reviews; and

WHEREAS, the Alabama State Board of Education expresses its desire that colleges under its supervision communicate with the Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education in a timely and appropriate manner; and

WHEREAS, it is the expectation of the Chancellor that institutes involved in consolidation or merger shall undertake deliberate planning processes in accordance with the requirements of The Criteria for Accreditation of the Commission on Colleges of the Southern Association of Colleges and Schools and requirement of the Alabama Commission on Higher Education;

NOW, THEREFORE, BE IT RESOLVED, That the Chancellor may cause two or more institutions within the Alabama College System to consolidate or merge for the purpose of forming a comprehensive community college by presenting for approval, first to the Alabama Commission on Higher Education for review, comments and/

1-.300-2-1-A-8

Higher Education   **Rule 300-2-1-A**

<u>or action, and then</u> to the Alabama State Board of Education a
Statement of Intent to Consolidate or Merge which shall
incorporate and conform to the following stipulations and
provisions:

1. A description of the institutions to be consolidated or
merged and the designation of a name for the newly created
comprehensive community college;

2. A statement of personnel assurances addressing the
individual identities, missions, and histories of the
affected institutions; the status, right, privileges, and
benefits of employees of both the consolidated or merged
institutions and the new community college; the status,
rights, and privileges of students of both the consolidated
or merged institutions and the new community college;
employment practices and related and relevant matters of law;
and such other information as the Chancellor shall deem
appropriate;

3. Assurance that personnel at the institutions to be
consolidated or merged have been involved in the preparation
of the Statement of Intent to Consolidate or Merge, and that
close consultation between personnel at the institutions to
be consolidated or merged and staff members will continue
during the consolidation or merger process;

4. A description of the benefits to be derived from the
consolidation or merger in terms of enhancement of programs
and services available to residents of the new college
service area;

5. A description of the benefits to be derived from the
consolidation or merger in terms of efficiency of management,
leadership, and coordination of instructional and student
support activities;

6. A plan to secure and/or maintain appropriate accreditation
for the newly formed community college, including the
Prospectus for Substantive Change as required by the
Commission on Colleges of the Southern Association of
Colleges and Schools;

7. The results of an audit of the effectiveness of
educational programs at each of the affected institutions,
and especially a description of the impact of the
consolidation or merger upon existing and/or potential
occupational/technical programs to be used to provide entry-
level job training skills to residents of the new college
service area;

8. A description of library/learning resources to support the
programs at the newly consolidated or merged institution;

1-.300-2-1-A-9

Rule 300-2-1-A   Higher Education

9. A description of the impact of the consolidation or merger upon the ability of the new community college to provide training for business and industry within the college service area;

10. A description of the impact of the consolidation or merger upon the ability of the new community college to provide community service and continuing education opportunities to the residents of the service area;

11. A student population projection and student demographic analysis for the new community college;

12. A disposition of existing facilities, equipment, and supplies for the consolidated or merged institution as it affects the new community college;

13. A description of the fiscal support available for the new community college, including a copy of the most recent financial audits of the affected institutions and a financial impact statement regarding their consolidation or merger;

14. A plan setting forth the steps to be taken and time lines to achieve the administrative and programmatic consolidation or merger of the institutions involved into a single comprehensive community college, developed with input from and consultation between personnel at the institutions to be consolidated or merged;

   A. The consolidation or merger of institutions shall proceed in two phases, commencing with an administrative consolidation or merger, for which a detailed plan shall be developed which shall contain a description of the administrative organization for the new institution, and a specific time line noting the initiation and completion dates of the administrative phase of the consolidation or merger;

   B. A detailed plan for the final phase of the consolidation or merger, the programmatic phase, shall be developed and shall contain a description of the educational program at the new institution, including an inventory of programs, as well as other specific information related to programmatic realignments, and a specific time line noting the initiation and completion dates of the programmatic phase of the consolidation or merger;

15. Provisions for planned professional development to enhance and support the growth of the new comprehensive community college;

1-.300-2-1-A-10

Higher Education   **Rule 300-2-1-A**

16. A description of the geographic area to be served by the new community college;

17. A specific time line defining the entire consolidation or merger process;

18. The Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education shall be notified at the beginning of the planning process for consolidations or merges and at least six months in advance of the designated date for final approval, in accordance with its provisions for substantive change; and

19. The Alabama State Board of Education directs the president(s) and the Chancellor, when necessary, to visit the Southern Association of Colleges and Schools personally to assure understanding and communication concerning pending consolidations or merges.

BE IT FURTHER RESOLVED, That the consolidation or merger of institutions shall be recommended only after public meetings concerning the proposed consolidation or merger are held in each community where an affected institution is located; that the Chancellor shall approve all elements of the transition plan for carrying out the consolidation or merger of institutions and monitor all actions taken and evaluate their effectiveness; that consolidated or merged institutions shall not be recognized as one institution until the administrative and programmatic phases are completed, the Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education have recognized and approved the consolidation or merger; and the Alabama State Board of Education has rendered final approval; and that the Chancellor shall report annually for the first three years to the Alabama State Board of Education concerning the programs of the consolidation or merger including elements of fiscal, program, and administrative accountability.

BE IT FURTHER RESOLVED, That the colleges are instructed to submit copies of all correspondence with and materials provided to and received from the Commission on Colleges of the Southern Association of Colleges and Schools to the Alabama Department of Postsecondary Education for conveyance to the Alabama State Board of Education.

1-.300-2-1-A-11

Rule 300-2-1-A   Higher Education

CHANCELLOR'S GUIDELINES AND TIMETABLE FOR
MERGER OR CONSOLIDATION

1. Approval of Statement of Intent to Consolidate or Merge by the Alabama Commission on Higher Education;

2. Approval of Statement of Intent to Consolidate or Merge and of personnel assurances by the Alabama State Board of Education (initial action);

3. Institutional notification of pending change to the Commission on Colleges of the Southern Association of Colleges and Schools (immediately after initial action);

4. Preparation and submission of Prospectus for Substantive Change (as required by the Commission on Colleges of the Southern Association of Colleges and Schools);

5. Visit by Substantive Change Committee (varies);

6. Approval of change by the Commission on Colleges of the Southern Association of Colleges and Schools (varies);

7. Approval of formal request for administrative consolidation by the Alabama Commission on Higher Education;

8. Final approval of change by the Alabama State Board of Education subject to acceptance of the prospectus by the Commission on Colleges of the Southern Association of Colleges and Schools (six months after initial action);

9. Recognition of programmatic change;

10. First year progress report;

11. Second year progress report;

12. Third year progress report.

Author: William O. Blow
Statutory Authority: Code of Ala. 1975, §§16-5-1, et seq.
History: **New Rule:** Filed April 6, 1998; effective May 11, 1998.

1-.300-2-1-A-12

DECISION ITEM: G-1

Troy University, Master of Business Administration in Analytics (CIP 52.1399)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Business Administration (MBA) in Analytics.

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

Implementation Date: The proposed program will be implemented in January 2025. Based on Commission policy, the proposed program must be implemented by January 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning 2026-27 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the existing MBA in General Business (CIP 52.0201) will maintain viability based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on related employment.

Troy University (TROY) 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, 2032.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed MBA in Analytics will be built from existing analytics-focused coursework developed for other graduate programs in the College of Business, and therefore will not require any additional resources to implement.

2. The Analytics content of the program will enable it to be classified using a STEM-designated CIP, which will make it attractive to international students seeking to extend their post-graduate opportunities in the United States.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. Troy University proposal, dated May 31, 2024. 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.

6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04). Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: Troy University							
PROGRAM: MBA in Analytics (CIP 52.1399)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
FACULTY	$0	$0	$0	$0	$0	$0	$0	$0
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$0	$0	$0	$0	$0	$0	$0	$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$85,500	$102,600	$128,250	$128,250	$128,250	$128,250	$128,250	$829,350
TOTAL	$85,500	$102,600	$128,250	$128,250	$128,250	$128,250	$128,250	$829,350

ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**6-YEAR AVERAGE**
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	12	15	15	15	15	13.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	2	2	2	2	2	2
TOTAL HEADCOUNT	Year 1 - No data reporting required	12	14	17	17	17	17	15.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	7	10	10	10	10	8.7

DEGREE COMPLETION PROJECTIONS Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	5	5	5	5	5	5

Attachment 2

Summary of Background Information

Master of Business Administration in Analytics
Troy University

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

Program Description: Offered by the College of Business, the proposed MBA in Analytics will be a STEM-focused MBA designed to give students an opportunity to expand their skills in business analytics. TROY currently offers MBA programs focused on business administration, entrepreneurship, and international business, and the proposed MBA will be the only STEM-focused program. This degree is designed for individuals who desire to move into leadership positions within data analytic sectors. Graduates of the program will understand business processes and practices, and gain strong technical skills in data analytics that will provide them with a unique set of skills to apply in the business sector.

Student Learning Outcomes: Graduates of the MBA in Analytics will demonstrate the following abilities:

1. Demonstrate the ability to utilize data to make informed decisions in the business environment.

2. Demonstrate knowledge of interpersonal (i.e., human) and technical business skills (i.e., accounting, finance, data management, marketing, etc.).

3. Demonstrate the ability to collect, clean, analyze, and interpret data.

4. Present complex data in an understandable manner by using visualization tools.

Administration: The program will be administered by the Sorrell College of Business, Dr. Judson Edwards, Dean; and the Department of Business, Dr. Phillip Mixon, Chair.

Peer Review: The program proposal was reviewed by the Alabama Council of Graduate Deans (ACGD). Three responses were received, with no major concerns raised about the proposed program.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: Thirteen Alabama public institutions offer MBAs in Business Administration at CIP 52.0201. While there are currently no other MBA programs at CIP 52.1399 or related, Auburn University at Montgomery (AUM) has notified the Commission of its intent to shift its entire MBA program to CIP 52.1399 to better reflect the STEM focus of their program, and this update is included in the information items for the current meeting.

In addition, the following institutions offer related graduate programs that focus on analytics for business but do not have the MBA nomenclature:

- University of Alabama, MS in Business Analytics (CIP 30.7102)

- University of Alabama in Huntsville, MS in Business Analytics (CIP 52.1301)

- University of West Alabama, MS in Data Science (CIP 30.7102)

Relationship to Existing Coursework: The proposed program will use coursework developed for TROY's existing MBA programs in General Business (CIP 52.0201), Entrepreneurship (CIP 52.0701), and International Business (CIP 52.1101), along with coursework developed for the MA in Economics (CIP 52.0601). As a result, the program may draw some students away from the existing MBA programs.

Collaboration: No collaborations with institutions outside Troy University are currently planned.

Accreditation: The proposed MBA will fall under existing accreditation for TROY's Sorrell College of Business through the Association to Advance Collegiate Schools of Business (AACSB), and the new program will be added to the annual survey of programs but will not require further review or notification.

Admissions: Students must meet all requirements for graduate admission to TROY's Business programs.

Mode of Delivery: Courses for the program will be delivered face-to-face on the main campus.

Curriculum: This program will consist of 24 credit hours of courses that have already been developed to serve existing graduate offerings in the College of Business. Many of these analytics-focused courses are currently offered as electives for existing MBA programs, and they will be requirements for the proposed degree.

Program Completion Requirements:	
Credit hours required in program courses	24
Credit hours required in program electives/concentrations/tracks	9
Credit hours required in free electives	0
Credit hours in required research/thesis	0
Total credit hours required for completion	**33**

The program is intended to be completed in four semesters for full-time students and five semesters for part-time students.

Industry Need: The proposed program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

1) Business Intelligence Analysts (SOC 15-2051)

2) Management Analysts (SOC 13-1111, appears on the 2023-2024 Statewide Demand Occupations List)

3) Business Intelligence Analysts (SOC 15-1199)

Student Demand: TROY's existing MBA in Business Administration (CIP 52.0201) currently has 300 students enrolled. The MBA in Analytics will offer a more specific set of business analytics skills and courses not required by the traditional MBA. Because the program will be classified with a STEM CIP code to reflect increased analytical content, it will be attractive to international students seeking to extend their post-graduate opportunities in the US. TROY projects that the new enrollment stream will more than offset any loss to enrollments for the existing MBA program. In addition, secondary labor market research conducted by Hanover identified the CIP code for this degree as in the "High Growth" category for student demand.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	14	
	Part-Time Faculty		
	Administration	1	
	Support Staff		
New to be Hired	Full-Time Faculty		
	Part-Time Faculty		
	Administration		
	Support Staff		

TROY has 14 full-time faculty and one administrator in the College of Business who will support the proposed program.

Assistantships: No new assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Library: The Troy Library subscribes to the two leading business and management databases: Business Source Ultimate from EBSCO, which includes 1,915 active full-text, peer-reviewed journals with no embargo, and ABI/Inform from ProQuest, featuring 927 active full-text, peer-reviewed journals with no embargo. Additional specialized databases in this field are A to Z International Business, Data Axle, EconLit with Full Text, Gale OneFile: Business, IBISWorld, Mergent Archives, and Mergent Online. For high-quality, broad-based resources, the library also offers Academic Search Ultimate, Sage Journals, ScienceDirect (from Elsevier), Scopus, and Wiley Online Library.

Program Budget: The proposal projects that no new funds will be required to support the program over the first seven years. The program is expected to generate $829,350 through tuition and fees.

Attachment 3

Troy University
Master of Business Administration in Analytics

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**24**	
BUS 6600 SURVEY OF BUSINESS CONCEPTS	3	
ECO 6655 MANAGERIAL ECONOMICS FOR THE GLOBAL MANAGER	3	
FIN 6631 GLOBAL FINANCIAL MANAGEMENT	3	
QM 6640DATA ANALYSIS FOR GLOBAL MANAGERS	3	
MKT 6661 GLOBAL STRATEGIC MARKETING	3	
BUS 6611 GLOBAL BUSINESS STRATEGY	3	
IS 6660 INTRO TO DATA ANALYTIC STRATEGIES AND APPLICATIONS	3	
ECO 6632 ECONOMETRICS I	3	
Program Electives/Concentrations/Tracks (select 9 credit hours)	**9**	
ECO 6652 ECONOMETRICS II	3	
FIN 6633 INTERNATIONAL FINANCE	3	
IS 6662 BIG DATA ANALYTICS AND BUSINESS DECISION SUPPORT	3	
ECO 6652 FORECASTING	3	
QM 6641 MANAGEMENT SCIENCE	3	
Total Required Hours for MBA Degree:	**33**	

DECISION ITEM: G-2a

University of Alabama, Bachelor of Science in Informatics (CIP 11.0104)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science (BS) in Informatics.

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

Implementation Date: The proposed program will be implemented in Fall 2025. Based on Commission policy, the proposed program must be implemented by September 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2026-27 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including also data on related employment and/or acceptance into a graduate program.

The University of Alabama (UA) 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, 2032.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program is designed to prepare graduates for positions such as Computer Systems Analysts which are included on the 2023-24 Statewide Demand Occupations List.

2. The program will expand the offerings of the School of Library and Information Studies down to the undergraduate level, allowing for a full range of degree offerings.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of Alabama proposal, dated April 18, 2024. 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."

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION: The University of Alabama

PROGRAM: Bachelor of Science in Informatics (CIP 11.0104)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
FACULTY	$211,200	$215,424	$219,732	$224,127	$228,610	$233,182	$338,166	$1,670,441
STAFF	$47,520	$48,470	$49,439	$50,428	$51,437	$101,306	$1693,32	$348,600
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$500	$0	$0	$0	$0	$0	$0	$500
TOTAL	$259,220	$263,894	$269,171	$274,555	$280,047	$334,488	$338,166	$2,019,541

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
REALLOCATIONS	$46,420	$0	$0	$0	$0	$0	$0	$46,420
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$212,800	$543,820	$1,130,200	$1,646,830	$2,178,830	$2,710,830	$3,030,030	$11,453,340
TOTAL	$259,220	$543,820	$1,130,200	$1,646,830	$2,178,830	$2,710,830	$3,030,030	$11,499,760

ENROLLMENT PROJECTIONS
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	25	52	76	101	126	141	86.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	4	5	5	5	5	4.3
TOTAL HEADCOUNT	Year 1 - No data reporting required	27	56	81	106	131	146	91.2
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	17	39	50	60	70	80	52.7

DEGREE COMPLETION PROJECTIONS
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	10	25	35	45	65	36

Attachment 2

Summary of Background Information

Bachelor of Science in Informatics
The University of Alabama

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

Program Description: Offered by the School of Library and Information Studies in the College of Communication and Information Sciences, the proposed BS in Informatics is designed for students who are interested in assessing information technology impacts and designing information structures and technology to solve complex social and organizational problems. The Informatics program will approach information technology from a user-centered perspective, with a focus on the analysis and design of socio-technical systems that store, process, and communicate information. Early in the program, students will develop their basic awareness of issues and practical technical (e.g., scripting, database queries, and design), analysis, and design skills. These skills will provide the basis for students to compete for internships and successfully complete career relevant projects. In advanced electives, their initial experiences will be integrated with more advanced conceptual frameworks and theoretical work regarding the nature of information and emerging technologies to develop grounded expertise and guide further skill development.

Student Learning Outcomes: Learning outcomes of the BS in Informatics include the following:

1. Understand, analyze, and evaluate principles of information retrieval for optimized information access.

2. Apply human-centered design principles to improve technology applications for the information needs of diverse users.

3. Understand, evaluate, and apply established and emerging technologies for maximizing how people will interact, live, and work in the future.

4. Explain, discuss, and critically evaluate how information technologies, processes, practices, and their biases impact broader social and organizational structures.

Administration: The program will be administered by the College of Communication and Information Sciences, Dr. Brian Butler, Dean; and the School of Library and Information Studies, Dr. Jamie Naidoo, Chair.

Peer Review: The program proposal was available for review by the Council of University Chief Academic Officers (CUCAO). One response was received, expressing support for the proposed program.

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: There is no other undergraduate program in Alabama using the same CIP 11.0104. Related programs are offered by the following institutions, primarily through colleges of business or departments of computer and information sciences, rather than through schools of Library and Information Sciences:

- Alabama State University, BS in Computer Information Systems (CIP 11.0401)

- Auburn University at Montgomery, BS in Information Systems (CIP 11.0103)

- Jacksonville State University, BS in Computer Information Systems (CIP 11.0401)

- University of Montevallo, BS in Data Analytics (CIP 52.1301)

- University of South Alabama, BS in Information Systems (CIP 11.0401)

Across the SREB states, several institutions have established undergraduate informatics programs within their colleges of information, library science, communications or similar, most notably at University of Maryland Global Campus, University of Maryland-College Park, University of Louisiana at Lafayette, and University of Texas at Arlington.

Relationship to Existing Coursework: The School of Library and Information Studies currently offers a MLIS in Library and Information Studies (CIP 25.0101), with limited undergraduate coursework. The proposed BS in Informatics would extend offerings down to the undergraduate level. UA offers related degrees outside the College of Communication and Information Sciences, including the recently approved BS in Data Science (CIP 30.7001). That degree is based in the Mathematics Department with support from Computer Science Department, is focused on providing students with the mathematical foundations and skills needed for creating data models and performing the analyses. In addition, UA offers a BSCS in Computer Science (CIP 11.0101). Students enrolled in the BS in Informatics may have opportunities for students to double major, minor, or take electives across the programs. UA anticipates that in the first year of implementation, fewer than 10 majors from other program areas will switch to Informatics.

Collaboration: The College of Communication and Information Sciences has collaborated with the College of Business and College of Engineering to ensure that the proposed degree does not overlap with the degrees that they offer.

Admissions: This program does not have additional admission requirements. The Informatics program will follow UA and College of Communication and Information Sciences rules for transfer. A student may transfer a total of 75 percent of the coursework required from another accredited four-year institution or a total of 60 hours needed for a degree from a two-year or junior college, provided that these maximum numbers do not conflict with accreditation requirements or other divisional requirements. A minimum of 25 percent of the coursework required for the degree must be earned at The University of Alabama.

Mode of Delivery: Coursework for the program will be delivered in-person. No program requirements can be completed through competency-based assessment.

Curriculum: The proposed program will require the development of fourteen new courses. All students in UA's College of Communication & Information Sciences must complete a minor, unless they are pursuing more than one major.

Credit hours in general education	37-46
Credit hours required in program core	24
Credit hours in program electives/concentrations/tracks	12
Credit hours required in minor or second major	Minimum of 16
Credit hours required in free electives	26-35
Credit hours in required research/thesis	0
Total credit hours required for completion	**120**

Work-Based Learning: There are no WBL activities required for program completion. However, much of the coursework in the program will involve projects and teamwork, some with external clients. In addition, students will be strongly encouraged to seek out and complete multiple internships to help them refine their career plans and deepen their professionally relevant experience. In conjunction with the curriculum, students are expected to participate in mentoring programs (e.g., Oakley Society), industry immersion trips, campus career fairs, and other professional development activities provided by the C&IS Tisch Student Services and External Relations Center. The Informatics program will culminate in the Informatics Capstone course, in which students bring together their skills, experience, and knowledge to complete a complex needs assessment and information design challenge.

Accreditation: The new program will require substantive change approval from SACSCOC approval. Specialized accreditation is not necessary for this program.

Professional Licensure: No license requirement or certifications are needed for entry-level employment. However, students can increase their ability to compete for jobs by pursuing technology certification or industry-specific credentials.

Industry Need: The proposed BS in Informatics program will prepare graduates for employment in some of the following occupations:

- Web Developers and Digital Interface Designers (SOC 15-1257): Program coursework will prepare students to design human-centered interfaces with a focus on usability and accessibility.

- Computer Systems Analysts (SOC 15-1211, included on the 2023-24 Statewide Demand Occupations List): Through coursework focused on design and human-computer interaction, the program will prepare students to critically analyze existing designs using innovative practices integrating evolving industry standards.

- Computer and Information Scientists (SOC 15-1221): The human-centered approach of the program will allow students to excel in the analysis and testing phases of information technology through extensive practice and a capstone project centered in a real-world setting.

Student Demand: UA's existing courses in computer and information systems in social media and related topics continue to see solid enrollment. Fall 2023 saw a total enrollment of 201 students across the following classes: JCM 235 Social Media and Society, APR 325 Social and Digital Media, and MC 431 Sports & Social Media. The School of Library and Information Studies (SLIS) offered undergraduate information science courses in Fall 2023 as general electives and surveyed those students to estimate demand for the proposed major. In addition, they surveyed freshmen in Advertising, Public Relations, News Media, and Communication Studies to develop estimates of interest in majors and double majors in Informatics. Out of 190 respondents, 61% stated they were not aware of the term "informatics"; 62% reported interest in human-centered design; 48% reported interest in universal access, and "user experience designer" was the leading career choice of interest to respondents. The survey results show strong interest in informatics careers, even if respondents were not yet familiar with the discipline.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	6	
	Part-Time Faculty		
	Administration	1	
	Support Staff	1	
New to be Hired	Full-Time Faculty	3	
	Part-Time Faculty		
	Administration	1	
	Support Staff	2	

Initial hiring will include one renewable contract associate professor and one assistant professor prior to Year 1 (Fall 2025 program start). As the program grows, UA may hire an additional renewable contract faculty member. Candidates must have a doctoral degree in Library and Information Science, Computer Science, or related area, and the ability to teach scripting languages, human-centered design, organization systems, and ethical applications and informatics futures.

This proposed degree will require additional staff support in Tisch Student Services, which currently supports the college's undergraduate programs. As the undergraduate program grows, there will be an identified need to add approximately three (100% FTE) additional support staff in Tisch to handle advising, admissions, recruitment, student engagement, and other aspects of the proposed undergraduate major. This would include two full-time academic advisors and one full-time program coordinator as enrollment increases.

Assistantships: No assistantships will be offered for the proposed program**.**

Equipment: No new equipment will be required for the proposed program**.**

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

Library: The UA Library System's current databases are sufficient for the proposed Informatics program including more than 40,000 offerings in the following categories: informatics, information science, and human computer interaction. In addition, the college has a dedicated librarian to assist students and faculty. The Sanford Media Center housed in the UA Library is available to provide students with periodicals, equipment and expertise using an array of audio-visual materials.

Other: The new program will require SACSCOC approval which requires a $500 fee.

Program Budget: The proposal projected that $2,019,041 in new funds will be required to support additional faculty and staff for the first seven years of the program, with a modest investment of $46,420 required to support program start-up in Year 1. UA projects that by Year 7 the program will generate $11,453,340 through tuition, based on a total average headcount of approximately 90 students per year. Even if the actual headcount comes in lower, the program should be self-sustaining with a third of the projected headcount.

Attachment 3

Bachelor of Science in Informatics
The University of Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	**37-46**	
CIS 100 Freshman Compass College of Communication	2	
EN 101 English Composition I	3	
EN 102 English Composition II	3	
Literature	3	
Humanities/ Fine Arts	6	
History	3	
Social Behavioral Science	6	
Natural Science	8	
Mathematics/Statistics	3-4	
Foreign Language (if needed)	0-8	
Program Courses	**24**	
IS 101 Introduction to Informatics	3	
IS 210 Script Lang for Informatics	3	
IS 220 Org Systems, Structure & Retrieval	3	
IS 260 Database Design & Mod for Info	3	
IS 310 Human-Centered Design	3	
IS 350 User Needs and Assessment	3	
IS 401 Informatics Futures	3	
IS 495 Informatics Capstone	3	
Program Electives (select 12 hours)	**12**	
IS 201 Info Lit in Society	3	
IS 290 Special Topics	3	
IS 301 Social Media Info Discover	3	
IS 490 Advanced Special Topics	3	
IS 496 Field Exp in Info	3	
IS 498 Independent Study	3	
Advisor Approved Elective	3	
Required Minor or Second Major	**Minimum of 16**	
Free Electives	**26-35**	
Total Credit Hours Required for BS Degree	**120**	

DECISION ITEM: G-2b

<u>University of Alabama, Master of Arts in Philosophy
(CIP 38.0101)</u>

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Arts (MA) in Philosophy.

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

Implementation Date: The proposed program will be implemented in Fall 2025. Based on Commission policy, the proposed program must be implemented by September 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2026-27 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including also data on related employment and/or acceptance into a research or professional doctorate program.

The University of Alabama (UA) 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, 2032.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program is primarily designed to serve students preparing for law school, medical school, or other post-graduate study. The integration of ethics and politics into the study of law and medicine can also assist students entering public and civic service.

2. The MA degree will build upon existing coursework and resources for BA in Philosophy concentrations: Jurisprudence, Philosophy and Medicine, and Mind and Brain. As a result, the proposed program will require minimal new resources to implement.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of Alabama proposal, dated April 18, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION: The University of Alabama

PROGRAM: Master of Arts in Philosophy (CIP 38.0101)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
FACULTY	$0	$0	$0	$0	$0	$0	$0	$0
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$500	$0	$0	$0	$0	$0	$0	$500
TOTAL	$500	$0	$0	$0	$0	$0	$0	$500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$108,500	$217,000	$217,000	$238,700	$260,400	$271,250	$282,100	$1,594,950
TOTAL	$108,500	$217,000	$217,000	$238,700	$260,400	$271,250	$282,100	$1,594,950

ENROLLMENT PROJECTIONS
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	10	11	12	12	11	11
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	10	11	12	12	11	11
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	5	5	5	5	5	5

DEGREE COMPLETION PROJECTIONS
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	4	4	5	6	6	4.8

Attachment 2

Summary of Background Information

Master of Arts in Philosophy
The University of Alabama

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

Program Description: Offered by the Department of Philosophy in the College of Arts and Sciences, the MA in Philosophy is designed to extend and expand the department's existing baccalaureate level concentrations to the graduate level: Philosophy and Medicine, Jurisprudence (Philosophy of Law), and Mind and Brain. The program will help students develop valuable skills in analytic methods, critical thinking, problem solving, communication, argument building and information organization, which can applied to the real-life problems and questions they might encounter, in particular the conceptual foundations, theoretical frameworks, and theories of evidence in law and medicine, as well as the ethical and political issues that are ubiquitous in these professions, as well as in business, politics and life in general. This will be the only graduate philosophy program in the state of Alabama, and it will give students the opportunity to prepare for professional schools (Law and Medicine) and PhD programs (Philosophy, Psychology and the Neurosciences), and those students entering public and civic service.

Student Learning Outcomes: Learning outcomes of the MA in Philosophy include the following:

1. Evaluate competing conceptions about fundamental things and processes, such as health and disease, the nature of law and morality, and the mind and brain.

2. Evaluate the competing theoretical frameworks that govern our practices and inquiries, such as what we see in medicine, the law, and brain sciences.

3. Analyze and compare the different kinds of evidence employed to support empirical and theoretical claims, such as what we see in medical diagnoses and claims about effectiveness, legal claims and judgments, scientific claims, and hypotheses about mental and brain processes.

4. Analyze the ethical problems confronting us in our professional practices, such as what we see in the practice of medicine, the practice of law, and psychological investigation.

5. Analyze the political issues that arise, particularly relative to the institutions and authorities that govern our practices, such as what we see in medicine, law, and psychology.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Joseph Messina, Dean; and the Department of Philosophy, Dr. Richard Richards, Chair.

Peer Review: The program proposal was available for review by the Alabama Council of Graduate Deans (ACGD). Three responses were received, all expressing support for the proposed program.

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: There are currently no graduate programs in Philosophy in the state of Alabama. Many other flagship/research universities across the SREB region offer graduate programs in Philosophy, including the University of South Carolina, Louisiana State University, Georgia State University, University of Tennessee, University of South Florida, Florida State University, University of Florida, University of Kentucky, University of North Carolina at Chapel Hill, Texas A&M University, University of North Texas, and University of Texas at Austin. These programs are all more general or offer different concentrations than the ones that will be offered in the proposed Philosophy MA program at UA.

Relationship to Existing Coursework: The proposed MA in Philosophy program will build on the existing courses in the concentrations (Jurisprudence; Philosophy and Medicine; and Mind and Brain) of

the BA in Philosophy (CIP 38.0101) and related minors. The MA is specifically designed to attract undergraduate students seeking to complete an Accelerated Master's Program (AMP). Under this structure, UA allows up to 12 hours to be counted toward both a bachelor's degree and a master's degree so long as extra graduate-level requirements are completed.

Collaboration: There are no planned collaborations at this time, but UA welcomes the opportunity to consider collaboration or partnership opportunities in the future.

Admissions: This program does not have additional admission requirements. For undergraduate students seeking admission to the AMP, UA's official policy allows students to apply in the semester in which they will have completed 90 undergraduate hours. There will be a maximum of 12 credit hours that can be transferred in from another institution and applied to the program.

Mode of Delivery: Coursework for the program will be delivered in-person on the main campus. No program requirements can be completed through competency-based assessment.

Curriculum: The proposed program will require the development of four new courses. Full-time students can complete the program in 4 semesters and part-time students in 5-10 semesters.

Credit hours required in program core courses	6
Credit hours required in program concentration	9
Credit hours in program electives	9-15
Credit hours in required research/thesis	0-6
Total credit hours required for completion	**30**

The degree will have three concentrations: Philosophy, Medicine and Ethics; Law, Ethics and Society, and Mind and Brain. These concentrations will build upon UA's current undergraduate specializations in Philosophy and Medicine, Jurisprudence, and Mind and Brain. UA plans to have 18 classes cross-listed at the 400-level (upper-division undergraduate) and 500-level (graduate), with the students enrolled in the 500-level class required to do additional work, generally at least a much longer, article-level essay (suitable for submission to a journal) and an in-class presentation. For those students pursuing the AMP, a 500-level class may count for both the graduate degree (MA) and the undergraduate degree (BA), for up to four courses or 12 credit hours total. In addition, students may choose a thesis option, which requires six credit hours of research, or a non-thesis option (which requires six additional credit hours of program electives).

Accreditation: UA will seek substantive change approval from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). No specialized accreditation requirements apply to graduate-level Philosophy degrees.

Professional Licensure: No license requirement or certifications are needed for entry-level employment.

Industry Need: The skills and knowledge gained from the study of philosophy are general and applicable to many vocations that rely on critical thinking, problem-solving, communication, argument building, analysis, information organization, and more. The American Philosophical Association has identified some of the broad domains in which philosophy graduates find careers: teaching at the university level, business, computers, technology, consulting, government, insurance, marketing, media, law, medicine, publishing, real estate, religious ministry, sales, and technical writing.

The program will also prepare graduates for their application to Law School, Medical School, and PhD programs. Philosophy majors, along with economics majors, have tended to get the highest average scores on the LSAT, and have some of the highest acceptance rates. Humanities majors in general, and Philosophy majors in particular have tended toward some of the highest acceptance rates into medical school.

Student Demand: UA has seen consistently high enrollments in its baccalaureate concentrations in Philosophy. Of the 70-80 majors enrolled on an annual basis, 25-30 will typically be enrolled in the Jurisprudence concentration, 6-10 in the Philosophy and Medicine concentration, and 4-7 in the Mind and Brain concentration.

Over academic year 2021-22, UA surveyed students in the undergraduate Jurisprudence concentration. Out of 14 respondents, 93% indicated they would definitely be interested in enrolling in a Jurisprudence/ Philosophy of Law Accelerated Master's Program (AMP). Students in the McCollough Pre-medical Institute were also surveyed to gauge interest. Of the 16 respondents, 44% said they would definitely be interested in enrolling in an AMP program for Medical Ethics/Philosophy of Medicine; 31% indicated they might be interested in such an AMP program.

Resources:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	12	
	Part-Time Faculty		
	Administration	1	
	Support Staff	1	
New to be Hired	Full-Time Faculty		
	Part-Time Faculty		
	Administration		
	Support Staff		

In the next few years, UA plans to hire a Philosopher of Law who has a JD and experience in the practice of law. This hire would be independent of the development of a graduate program but would be expected to contribute to the development and success of the program. The Administrator of the program will be a current faculty member, most likely the chair. UA has sufficient faculty for the program, with multiple faculty able to teach required courses.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Library: The University Libraries' current databases are sufficient for the proposed graduate program. This includes articles and books, and access to many papers and articles through PhilPapers, an online database, accessible from any internet connection. It is unlikely that the demands on the library resources would increase dramatically with the development of this master's program.

Other: This new degree program will require SACSCOC approval, which entails the submission of a prospectus to SACSCOC for approval. SACSCOC charges $500 to review a prospectus.

Program Budget: The proposal projects that minimal funds will be required to support the program over the first seven years. Over the same period, the program is expected to generate $1,594,950 through tuition.

Attachment 3

Master of Arts in Philosophy
The University of Alabama

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**6**	
PHL 5XXX Proseminar	3	*
PHL 5XXX Capstone	3	*
Program Concentration: *Students will choose one of three concentration options: 1) Philosophy, Medicine, and Ethics; 2) Law, Ethics, and Society; or 3) Mind and Brain (see associated coursework for each below).*	**9**	
Program Electives: *Students must complete nine credit hours of program electives, with an additional six hours required for those in the non-thesis option.*	**9-15**	
PHL 522 Neuroethics	3	
PHL 523 Advanced Seminar in Medical Ethics	3	
PHL 526 The Science of Ethics	3	
PHL 530 Philosophy of Oppression	3	
PHL 540 Seminar on Law	3	
PHL 541 Law and Morality	3	
PHL 542 Ticking Time Bombs: Philosophy and National Security	3	
PHL 543 Philosophical Issues in International Law	3	
PHL 544 Constitutionalism and Democracy	3	
PHL 5XX Nature and Elements of Law	3	*
PHL 548 Philosophy of Law	3	
PHL 546 Legal and Philosophical Problems in Policing	3	
PHL 560 Philosophy of Mind	3	
PHL 562 Neural Basis of Consciousness	3	
PHL 566 Metaphysics	3	
PHL 586 Philosophy of Science	3	
PHL 587 Philosophy and Evolution	3	
PHL 588 Philosophy of Mental Health	3	
Research/Thesis: *Students may choose to complete a master's thesis for six credit hours or a non-thesis option with additional coursework.*	**0-6**	
PHL 5XXX Thesis	6	*
Total Credit Hours Required for MA Degree	**30**	

Concentration Options

Course Number and Title	Number of Credit Hours	* If New Course
Philosophy, Medicine, and Ethics Concentration	**9**	
PHL 589 Philosophy of Medicine	3	
PHL 523 Advanced Seminar in Medical Ethics	3	
Concentration Specific Electives (Select One)	**3**	
PHL 586 Philosophy of Science	3	
PHL 522 Neuroethics	3	
PHL 587 Philosophy and Evolution	3	
PHL 588 Philosophy of Mental Health	3	
Total Credit Hours Required for Philosophy, Medicine, and Ethics Concentration	**9**	

Course Number and Title	Number of Credit Hours	* If New Course
Law, Ethics, and Society Concentration	**9**	
PHL 5XX Nature and Elements of Law	3	*
PHL 544 Constitutionalism and Democracy	3	
Concentration Specific Electives (Select One)	**3**	
PHL 541 Law and Morality	3	
PHL 542 Ticking Time Bombs: Philosophy and National Security	3	
PHL 543 Philosophical Issues in International Law	3	
PHL 546 Legal and Philosophical Problems in Policing	3	
Total Credit Hours Required for Law, Ethics, and Society Concentration	**9**	

Course Number and Title	Number of Credit Hours	* If New Course
Mind and Brain Concentration	**9**	
PHL 562 Neural Basis of Consciousness	3	*
PHL 5XX Mind, Language and Reality	3	
Concentration Specific Electives (Select One)	**3**	
PHL 522 Neuroethics	3	
PHL 560 Philosophy of Mind	3	
PHL 566 Metaphysics	3	
PHL 586 Philosophy of Science	3	
Total Credit Hours Required for Mind and Brain Concentration	**9**	

DECISION ITEM: G-2c

<u>University of Alabama, Doctor of Philosophy in Criminology and Criminal Justice (CIP 45.0401)</u>

<u>Staff Presenter:</u>

Dr. Robin McGill
Deputy Director for Academic Affairs

<u>Staff Recommendation:</u>

That the Commission approve the proposed Doctor of Philosophy (PhD) in Criminology and Criminal Justice.

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

Implementation Date: The proposed program will be implemented in Fall 2026. Based on Commission policy, the proposed program must be implemented by September 1, 2028, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2025-26 will be at least 2.8, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2027-28 through 2032-33 (six-year average) will be 2.25, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including also data on related employment.

The University of Alabama (UA) 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, 2033.

<u>Background:</u>

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed PhD will build on UA's existing MS in Criminology and Criminal Justice (CIP 45.0401), and therefore, will require limited new resources for graduate assistantships.

2. The proposal includes nine letters of support attesting to the industry and student need for this program.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of Alabama proposal, dated April 18, 2024. 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."

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: The University of Alabama							
PROGRAM: Doctor of Philosophy in Criminology and Criminal Justice (CIP 45.0401)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	TOTAL
FACULTY	$0	$0	$0	$0	$0	$0	$0	$0
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$195,000	$236,000	$238,000	$240,000	$242,000	$244,000	$246,000	$1,641,000
OTHER	$500	$0	$0	$0	$0	$0	$0	$500
TOTAL	$195,500	$236,000	$238,000	$240,000	$242,000	$244,000	$246,000	$1,641,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	TOTAL
REALLOCATIONS	$73,500	$0	$0	$0	$0	$0	$0	$73,500
EXTRAMURAL	$30,000	$40,000	$50,000	$60,000	$70,000	$100,000	$100,000	$450,000
TUITION	$92,000	$207,000	$330,000	$450,000	$506,000	$530,000	$532,000	$2,647,000
TOTAL	$195,500	$247,000	$380,000	$510,000	$576,000	$630,000	$632,000	$3,170,500

ENROLLMENT PROJECTIONS							
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	15	20	22	23	23	18.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	1	2	2	2	2	1.5
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	15	20	22	23	23	18.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	5	5	5	5	5	5

DEGREE COMPLETION PROJECTIONS							
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	0	3	4	5	5	4.25

Attachment 2

Summary of Background Information

Doctor of Philosophy in Criminology and Criminal Justice
The University of Alabama

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

Program Description: Offered by the Department of Criminology and Criminal Justice in the College of Arts and Sciences, the proposed PhD in Criminology and Criminal Justice will allow students to focus on one of three areas, violent crime, courts and corrections, or global criminology, for which they will gain a comprehensive understanding of the leading scholars, most significant work, and unanswered questions on subtopics for future study. There is a need for sophisticated study and data-driven analysis of crime issues that not only harm the nation, but also the state of Alabama. Highly educated and well-trained experts with a PhD in Criminology and Criminal Justice could serve as the next generation of post-secondary educators, intelligence analysts, digital forensics analysts, social scientists, and more.

Student Learning Outcomes: Learning outcomes of the PhD in Criminology and Criminal Justice include the following:

1. Formulate original research questions and hypotheses that are commensurate with the level of a PhD researcher and are directly informed by their knowledge of criminological theories and previous academic scholarship.

2. Create original research designs commensurate with the level of a PhD researcher and employ quantitative and/or qualitative methods for hypothesis testing and/or inductive analyses.

3. Develop expertise in a specialized area for which they have a comprehensive understanding of the leading scholars, most significant work, and unanswered questions for future study.

4. Communicate sophisticated ideas and academic research clearly and compellingly to large and small groups in pedagogical settings, and to audiences at regional or national academic conferences.

5. Write clear and well-organized manuscripts that demonstrate cogent and sophisticated arguments that are of publishable quality in peer-reviewed journals.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Joseph Messina, Dean; and the Department of Criminology and Criminal Justice, Dr. Adam Lankford, Chair.

Peer Review: The program proposal was reviewed by the Alabama Council of Graduate Deans (ACGD). Three responses were received, all expressing support for the proposed program. In addition, the proposal was accompanied by letters of support from colleagues at three Alabama institutions (Auburn University, University of North Alabama, and Jacksonville State University), along with colleagues from three out-of-state institutions (CUNY Graduate Center, Indiana University, and University of California – Irvine).

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: Troy University was approved in June 2024 for a PhD in Criminology, which is scheduled to be implemented in Fall 2025. Outside of Alabama, the following institutions in the SREB Region offer PhDs in Criminology or related fields: University of Florida, Florida State University, Florida International University, University of Central Florida, University of South Florida, Georgia State University, University of Mississippi, University of Arkansas Little Rock, University of South Carolina, University of Texas Dallas, Texas State University, Prairie View A&M University, Sam Houston State University, University of Delaware, and University of Maryland.

Relationship to Existing Coursework: The proposed PhD program will share courses, resources, and current faculty with UA's existing BA and MS in Criminology and Criminal Justice (CIP 45.0401). UA does not anticipate that the implementation of the PhD will affect enrollments in their master's program since the MS helps to support a significant demand for practitioners in the field and is preferred for admission to the doctoral program.

Collaboration: There are no planned collaborations at this time, but UA welcomes the opportunity to consider collaboration or partnership opportunities in the future.

Admissions: UA anticipates that the majority of PhD applicants will have already earned their master's degree (at UA, other programs in the state, or elsewhere) before being admitted into the proposed program, but a master's will be preferred, not required. In exceptional cases, students would be admitted to the PhD program after completing their bachelor's degree and would then earn their master's along with their PhD (after completion of comprehensive exams). Students with a master's degree will be able to receive credit for up to 21 hours of 500-level coursework.

Mode of Delivery: Coursework for the program will be delivered in-person on the main campus. No program requirements can be completed through competency-based assessment.

Curriculum: The proposed program will require the development of eight new 600-level courses. These will only be open to doctoral students (i.e., students coming in with a master's degree).

Credit hours required in program courses	27
Credit hours required in program concentrations/tracks	0
Credit hours in program electives	15
Credit hours in required research/thesis	18
Total credit hours required for completion	**60**

Full-time students can complete the program in 8-12 semesters (4-6 years). Part-time students can complete the degree in 10-14 semesters (5-7 years). Those entering with a master's degree will have a shorter time to degree through the reduction of required 500-level coursework.

Accreditation: The proposed degree program will require substantive change approval from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). There is no specialized accreditation entity in the field of Criminology or Criminal Justice.

Industry Need: The proposed PhD in Criminology and Criminal Justice is designed to prepare graduates for employment in some of the following occupations:

- Criminal Justice and Law Enforcement Teachers, Postsecondary (SOC 25-1111) - Having the credential of a PhD is typically required for employment as a postsecondary instructor with expertise in criminology, criminal justice, or law enforcement because it demonstrates that the individual has advanced knowledge and expertise in their field of study. People with these jobs are responsible for teaching students at a higher education level and conducting research in their field. A PhD program requires several years of coursework, research, and dissertation writing, which helps doctoral students to develop in-depth knowledge and expertise in their chosen field.

- Social Scientists and Related Workers (SOC 19-3099) – A PhD is typically expected for employment as a social scientist because it demonstrates that the individual has advanced knowledge and expertise in their field of study. People with these jobs are responsible for conducting research using a range of methodologies, such as secondary data analysis, survey research, ethnography, and various quantitative and qualitative approaches. A PhD program requires several years of coursework, research, and dissertation writing, which helps doctoral students to develop in-depth knowledge and expertise in their chosen field.

- Detectives and Criminal Investigators (SOC 33-3021, included on the 2023-24 Statewide Demand Occupations list) - Although a PhD is not required for criminal investigation, a doctoral education would provide students with specialized knowledge of techniques for analyzing

evidence, examining criminal behavior patterns, or engaging in critical thinking so one can gather and analyze data to make informed, evidence-based decisions.

The proposal is accompanied by three letters of support from the following potential employers attesting to the need for the program: the District Attorney's Office, Sixth Judicial Circuit of Alabama; the Office of the Sheriff of Tuscaloosa County; and the Deason Criminal Justice Reform Center at Southern Methodist University. In addition, over the past year, open jobs have been advertised for a range of relevant state positions, including the Alabama Law Enforcement Agency, the Alabama Department of Forensic Sciences, and the Alabama Securities Commission. Other jobs advertised include academic positions in Criminology or Criminal Justice.

Student Demand: UA's related MS program has produced an average of 13 graduates per year over the last ten years, and the proposal notes that as many as 170 students are enrolled in related master's programs across the state. In order to determine demand for the proposed PhD program, the UA Department of Criminology and Criminal Justice surveyed its existing master's degree students. When asked to rate the likelihood that they would consider getting a PhD after graduation, 76% of students responded that it was "very likely" or "likely" that they would consider earning their doctorate.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	13	
	Part-Time Faculty		
	Administration		
	Support Staff	2	
New to be Hired	Full-Time Faculty		
	Part-Time Faculty		
	Administration		
	Support Staff		

UA indicates that it has sufficient faculty and staff to support the proposed program. All members of the tenured and tenure-track faculty are research active and productive scholars who regularly publish their work in appropriate peer-reviewed journals based on demonstrated expertise in their respective areas of specialization. Once the PhD program begins, the department will reassign several tenured and tenure-track faculty who are currently teaching undergraduate courses and have them teach PhD courses. Those undergraduate courses will then be taught by full-time and part-time instructors or graduate assistants.

Assistantships: The Criminology and Criminal Justice Department is requesting a total of 6 new assistantship lines to support doctoral students in the proposed program. There are currently 16 assistantship lines allocated to the MS program, which will be reassigned to the doctoral program. Expenses associated with new assistantships ($1,641,000) have been included on the program summary spreadsheet.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Library: The University of Alabama's library collections are currently sufficient for the development and maintenance of a doctoral program. Most published research that appears in scientific journals can be accessed through the library's online databases, and faculty and students can request books or other materials through Interlibrary Loan (ILL), which provides free access to materials needed for coursework and research not available in the UA Libraries.

Other: The proposed degree program will require SACSCOC substantive change approval, which entails the submission of a prospectus to SACSCOC for approval at a cost of $500.

Program Budget: The proposal projected that $1,641,000 in new funds will be required to support assistantships for the first seven years of the program. Over the same period, the program is expected to generate $2,647,000 through tuition and attract $450,000 in sponsored research funding. In Year 1, the program will require modest reallocations of $73,500 to cover the new assistantships.

Attachment 3

Doctor of Philosophy in Criminology and Criminal Justice
The University of Alabama

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**27**	
CJ 581 Applied Statistics in CJ	3	
CJ 584 Criminology Theory I	3	
CJ 586 Research in CJ Process	3	
CJ 680 Proseminar in Criminology and Criminal Justice	3	*
CJ 681 Advanced Quantitative Analysis	3	*
CJ 684 Criminology Theory II (Advanced)	3	*
CJ 685 Advanced Quantitative Methods	3	*
CJ 686 Criminal Justice Policy	3	*
Choose One	3	
CJ 687 Special Topics in Statistics		*
CJ 688 Special Topics in Methods		*
Free Electives	**15**	
CJ 505 Gender and Crime	3	
CJ 506 Terrorism	3	
CJ 520 Seminar Law Enforcement	3	
CJ 540 Seminar Juvenile Delinquency	3	
CJ 550 Courts and Social Policy	3	
CJ 555 Civil and Criminal Trials	3	
CJ 570 Seminar Correction Policy	3	
CJ 590 Special Topics Forensic Science	3	
CJ 590 Special Topics Cybercrime	3	
CJ 590 Special Topics Crime Mapping	3	
CJ 590 Special Topics Southern Crime Justice	3	
CJ 590 Special Topics Global Criminology	3	
CJ 590 Special Topics Hate Crimes	3	
CJ 590 Special Topics White Collar Crime	3	
CJ 590 Special Topics Ecology of Crime	3	
CJ 590 Special Topics Organized Crime	3	
CJ 590 Special Topics Life Course Criminology	3	
Required Research/Thesis	**18**	
CJ 699 Dissertation Research	18	*
Total Credit Hours Required for PhD Degree	**60**	

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: G-2d	<u>University of Alabama, Bachelor of Science in Real Estate</u> <u>(CIP 52.1501)</u>
<u>Staff Presenter:</u>	Dr. Robin McGill Deputy Director for Academic Affairs
<u>Staff Recommendation:</u>	That the Commission approve the proposed Bachelor of Science (BS) in Real Estate. The program will have the implementation date and post-implementation conditions listed below: **Implementation Date:** The proposed program will be implemented in Fall 2025. Based on Commission policy, the proposed program must be implemented by September 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below: **Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning in 2026-27 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including also data on related employment, licensure pass rates, and/or acceptance into graduate study.

The University of Alabama (UA) 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, 2032.

<u>Background:</u>	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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program will prepare graduates for positions such as Real Estate Sales Agents, and Property, Real Estate, and Community Association Managers, both of which are included on the 2023-34 Statewide Demand list.

2. This program will build on the existing in-person and online undergraduate coursework developed for the Real Estate Minor, and therefore, it will require minimal new resources to implement.

3. The proposed program incorporates successful features of the existing minor, including continued partnership with the Alabama Center for Real Estate (ACRE) and professional credit towards the Alabama Real Estate Salesperson License and the Institute of Real Estate Management's Certified Property Manager credential.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of Alabama proposal, dated April 18, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: The University of Alabama								
PROGRAM: Bachelor of Science in Real Estate (CIP 52.1501)								

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
FACULTY	$135,000	$135,000	$135,000	$135,000	$135,000	$135,000	$135,000	$945,000
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$135,000	$135,000	$135,000	$135,000	$135,000	$135,000	$135,000	$945,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$543,750	$543,750	$1,354,050	$1,897,800	$2,175,000	$2,175,000	$2,175,000	$10,864,350
TOTAL	$543,750	$543,750	$1,354,050	$1,897,800	$2,175,000	$2,175,000	$2,175,000	$10,864,350

ENROLLMENT PROJECTIONS
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	50	125	175	200	200	200	158
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	50	125	175	200	200	200	158
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	50	100	100	100	100	100	92

DEGREE COMPLETION PROJECTIONS
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	15	50	50	50	50	50	44

Attachment 2

Summary of Background Information

Bachelor of Science in Real Estate
The University of Alabama

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

Program Description: Offered by the Department of Economics, Finance, and Legal Studies in the Culverhouse College of Business, the Real Estate program is designed to help prepare business students to move into post-graduation roles focused on real estate decision-making. This degree program is designed to allow students to move into multi-disciplinary entry-level roles, such as property and facility management, brokerage and leasing, appraisal and advisory, real estate finance, and investments, corporate real estate advisory services, and development and project management. The program will include instruction in land use policy, real estate law, real estate marketing procedures, agency management, brokerage, property inspection and appraisal, real estate investing, leased and rental properties, commercial real estate, and property management. Graduates will be prepared for examinations for state real estate broker and salesperson licenses.

Student Learning Outcomes: Learning outcomes of the BS in Real Estate include the following:

1. Evaluate how the legal environment impacts real estate ownership and the built environment; and explain the distinguishing physical and economic characteristics of real estate that influence values.

2. Develop an understanding of real estate finance, including mortgage loan options, and be able to apply time value of money concepts to evaluate underwriting decisions.

3. Understand real estate market analysis, including supply and demand, market trends, and property appraisal methods.

4. Apply appropriate techniques for real estate investment analysis considering risk and return, including the treatment of taxes and debt service.

5. Explain the dynamics of urban growth and sustainability, as well as the real estate development process, and assess the risks and returns that a project may experience.

Administration: The program will be administered by the College of Business, Dr. Kay Palan, Dean; and the Department of Economics, Finance, and Legal Studies, Dr. Laura Razzolini, Chair.

Peer Review: The program proposal was available for review by the Council of University Chief Academic Officers (CUCAO). One institution submitted a response, with no objections raised.

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: No other institution in the state of Alabama currently offers a standalone bachelor's degree in Real Estate, though the following institutions have related for-credit offerings:

- Auburn University, Minor in Real Estate Development

- University of Alabama at Birmingham, Real Estate Certificate (15 credit hours) (CIP 52.1501)

- University of North Alabama, Minor in Real Estate and Insurance

- University of South Alabama, BS in Economics and Finance with concentration in Real Estate (CIP 52.0801)

The following institutions in the SREB Region offer a degree with the same CIP 52.1501: University of Central Florida (BSBA); Florida State University (BS); Florida International University (BBA); Georgia

State University (BBA); University of Georgia (BBA); University of West Georgia (BBA); and University of South Carolina (BSBA).

Relationship to Existing Coursework: The proposed program will build upon coursework developed for UA's existing Real Estate minor (15 credit hours), which is offered through the Department of Economics, Finance, and Legal Studies within the College of Business. In addition, curriculum for the program concentrations will draw upon undergraduate coursework in Finance (CIP 52.0801) and Construction Engineering (CIP 14.3301), along with other Business disciplines.

Collaboration: The program plans to maintain existing partnerships with the Alabama Center for Real Estate (ACRE) and the Institute for Real Estate Management. There are no external collaborations planned at this time, but UA welcomes the opportunity to consider collaboration or partnership opportunities in the future.

Admissions: Students must have a 2.5 UA and overall GPA, must pass all lower-division and functional field requirements with a C- or better, and must complete 61 hours to take Real Estate major courses at the 300/400 level. In addition to their selected concentration, students are required to select a second major or an approved (business or non-business) minor. At most 60 hours may be transferred from a two-year school or from credit by examination (such as AP courses). Up to 90 hours can be transferred from a four-year institution, but at least 30 hours must be taken at UA.

Mode of Delivery: Coursework for the program will be delivered in-person on the main campus. No program requirements can be completed through competency-based assessment.

Curriculum: No new courses will be developed for the proposed program.

Credit hours required in general education	37-46
Credit hours in program courses	49-50
Credit hours required in program concentration	9
Credit hours in free electives	15-25
Credit hours in required research/thesis	0
Total credit hours required for completion	**120**

Students will be required to select from one of three concentrations:
- Finance and Investments
- Brokerage, Property and Asset Management
- Development and the Build Environment.

Work-Based Learning: Work-based learning activities are not required for program completion. Nonetheless, internships and practical experience with the various real estate data and analysis tools used in the program's curriculum (e.g., Argus, Costar, Excel, etc.) are recommended and available to all students in the program. Students will also have access to resources available through he the Alabama Center for Real Estate, which serves as a liaison with potential employers and supports the Collegiate Career Assistance Program (CCAP).

Accreditation: UA's Culverhouse College of Business is accredited through the Association to Advance Collegiate Schools of Business (AACSB). On July 1, 2026, Culverhouse will submit a continuous improvement review (CIR) application to initiate accreditation reaffirmation. The proposed Real Estate program will receive accreditation as part of the college-wide reaffirmation.

Professional Licensure: Graduates of the program will have earned dual educational credit toward professional designations with industry organizations such as the Certified Commercial Investment Member Institute (CCIM) and Institute of Real Estate Management (IREM). Students will be eligible to take the Alabama Real Estate Salesperson Exam exempting the 60-hour pre-licensing course. Additionally, a Real Estate Minor/Major qualifies graduates for the fast-track program in the Institute of Real Estate Management's Certified Property Manager (CPM) credential.

Industry Need: The proposed program is designed to prepare graduates for employment in some of the following occupations:

- Real Estate Brokers (SOC 41-9021);
- Property, Real Estate, and Community Association Managers (SOC 11-9141, included on the 2023-24 Statewide Demand list)
- Real Estate Sales Agents (SOC 41-9022, included on the 2023-24 Statewide Demand list)

According to the Alabama Department of Labor, projections for Alabama employment growth from 2018 to 2028 is expected to be 5.2% for Real Estate Brokers and Sales Agents, 5.2% for Property, Real Estate, and Community Association Managers, 7.84% for Construction Managers, 4.7% for Property Appraisers and Assessors, and 8.5% for Loan Officers.

Student Demand: Student demand was assessed by reviewing enrollment in UA's Real Estate Minor and associated courses. In Fall 2022, almost 800 students were pursuing a Real Estate Minor (which has increased by about 400% in the last five years); and almost 165 students were enrolled in the 300-level Real Estate Principles course. The student organization associated with real estate, The Culverhouse Real Estate Society, has over 500 registered students. A survey distributed to students in Economics 110, which is required of all Business majors and Real Estate Minors, asked "If a Real Estate Major had existed when they started UA, would they have considered taking it?" Out of 340 respondents, 70% responded Yes, indicating a strong undergraduate interest/demand for a major in Real Estate at UA in the Business School.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	7	
	Part-Time Faculty	1	
	Administration	2	
	Support Staff	1	
New to be Hired	Full-Time Faculty	1	
	Part-Time Faculty		
	Administration		
	Support Staff		

UA has plans to hire one additional faculty member to support this program. The ideal candidate will have a background in applied/urban economics, real estate, or related disciplines, and will be capable of making significant contributions both in their broader areas as well as in the fields of real estate economics/finance or urban/applied economics. The department has adequate staffing on the administrative side, as the budget manager and department head will handle administrative issues.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Library: The University of Alabama library system has sufficient resources to support the real estate program. The collections relative to real estate include data sets like Simply Analytics, a tool to find housing prices, along with rental rates, income levels, demographics, and spending habits in a city; IBISWorld which provides real estate rental & leasing information; approximately 15 industry and academic journals; and both print and electronic books that appeal to the interests of faculty and students at various levels of knowledge and scholarly expertise. The library also provides access to a Bloomberg Terminal, a database containing information on financial securities, including REITs.

Program Budget: The proposal projected that $945,000 in new funds will be required to support additional faculty for the first seven years of the program. Over the same period, the program is expected to generate $10,864,350 through tuition.

Attachment 3

Bachelor of Science in Real Estate
The University of Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	**37-46**	
GBA First Year Experience	2	*
ENG 101 English Composition	3	
ENG 102 English Composition	3	
Literature	3	
Humanities/Fine Arts	3	
Humanities/Fine Arts	3	
History	3	
EC 110 Principles of Microeconomics or EC 112 Honors Principles of Microeconomics	3	
EC 111 Principles of Macroeconomics or EC 113 Honors Principles of Macroeconomics	3	
Natural Science	4	
Natural Science	4	
Mathematics/Statistics	3-4	
Foreign Language (if needed)	0-8	
Program Courses	**49-50**	
GBA 146 Professional Development 1	1	
GBA 246 Professional Development 2	1	
MIS 200 Fundamentals of Management Information Science	3	
AC 210 Intro to Accounting or AC 211 Honors Intro to Accounting	4	
LGS 200 Legal Environment of Business or LGS 201 Honors Legal Environment of Business	3	
GBA 346 Professional Development 3	1	
MGT 300 Organizational Theory & Behavior	3	
MKT 300 Marketing	3	
GBA 3XX Culverhouse Global Citizenship Course	3	
FI 302 Business Finance	3	
FI 331 Principles of Real Estate	3	
FI 432 Real Estate Appraisal	3	
FI 436 Real Estate Finance and Invest	3	
MATH 121 or MATH 125 Calculus & Applications or Calculus 1	3-4	
ST 260 Statistical Data Analysis	3	
GBA 300 Business Communications	3	
OM 300 Intro Operations Management	3	
GBA 490 Strategic Management	3	
Program Concentration: *Students will choose one of three concentration options:*	**9**	

1) Finance and Investments; 2) Brokerage, Property, and Asset Management; or 3) Development and the Built Environment (see associated coursework for each below).		
Free Electives	**15-25**	
Required Research/Thesis	**0**	
Total Credit Hours Required for BS Degree	**120**	

Concentration Options

Course Number and Title	Number of Credit Hours	* If New Course
Finance and Investments Concentration (Select 3)	**9**	
FI 301 Intro Financial Inst. & Markets	3	
FI 389 Financial Analysis & Modeling	3	
FI 410 Intermediate Financial Management	3	
FI 414 or Investments or FI 415 Advanced Investment Topics	3	
FI 421 Bank Administration	3	
FI 434 Real Estate Management	3	
CE 467 Construction Accounting & Finance	3	
FI 497 Special Topics in Finance	3	
Total Credit Hours Required for Finance and Investments Concentration	**9**	

Course Number and Title	Number of Credit Hours	* If New Course
Brokerage, Property and Asset Management Concentration (Select 3)	**9**	
FI 434 Real Estate Management	3	
FI 437 Real Estate Development	3	
LGS 407 Real and Personal Property	3	
FI 389 Financial Analysis & Modeling	3	
MGT 386 Foundations of Entrepreneurship	3	
MGT 423 Effective Negotiations	3	
MKT 337 Personal Selling or MKT 438 Sales Management Constr. Accounting & Finance	3	
FI 497 Special Topics in Finance	3	
Total Credit Hours Required for Finance and Investments Concentration	**9**	

Course Number and Title	Number of Credit Hours	* If New Course
Development and The Built Environment Concentration (Select 3)	**9**	
LGS 407 Real and Personal Property	3	
FI 437 Real Estate Development	3	
EC 422 Urban Economics	3	
CE 366 Introduction to Construction Engineering	3	
CE 464 Safety Engineering	3	
CE 463 Construction Cost Estimating Effective Negotiations	3	
CE 466 Sustainable and Lean Construction	3	
CE 468 Construction Scheduling	3	
Total Credit Hours Required for Development and the Built Environment Concentration	**9**	

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: G-3

<u>University of Montevallo, Master of Science in Nutrition (CIP 51.3101)</u>

<u>Staff Presenter:</u>

Dr. Robin McGill
Deputy Director for Academic Affairs

<u>Staff Recommendation:</u>

That the Commission approve the proposed Master of Science (MS) in Nutrition.

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

Implementation Date: The proposed program will be implemented in Fall 2025. Based on Commission policy, the proposed program must be implemented by September 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning 2026-27 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the program will maintain its accreditation through the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on related employment, professional licensure, and/or acceptance into doctoral study.

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, 2032.

<u>Background:</u>

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program will enable UM to continue offering its Coordinated Program in Dietetics, which prepares graduates to become Registered Dietitian/Nutritionists (RDNs). Beginning January 1, 2024, the Commission on Dietetics Registration (CDR) raised the minimum educational requirement for aspiring RDNs from a bachelor's degree to a master's degree.

2. The proposed program will utilize faculty and resources from the existing BS in Exercise and Nutrition Science (CIP 31.0505) – Nutrition and Wellness Concentration and therefore will not require any additional expenditures to deliver.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of Montevallo proposal, dated June 7, 2024. 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.

6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: University of Montevallo								
PROGRAM: MS in Nutrition (CIP 51.3101)								

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
FACULTY	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$0	$0	$0	$0	$0	$0	$0	$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$41,553	$53,865	$112,347	$112,347	$120,042	$120,042	$120,042	$680,238
TOTAL	$41,553	$53,865	$112,347	$112,347	$120,042	$120,042	$120,042	$680,238

ENROLLMENT PROJECTIONS *Note: "New Enrollment Headcount" is defined as unduplicated counts across years.*								
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**6-YEAR AVERAGE**
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	5	7	7	7	7	7	6.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	2	2	3	3	3	2.4
TOTAL HEADCOUNT	Year 1 - No data reporting required	7	9	9	10	10	10	9.2
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	4	5	4	5	4	5	4.5

DEGREE COMPLETION PROJECTIONS *Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.*								
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	3	4	4	4	5	4	4

Attachment 2

Summary of Background Information

Master of Science in Nutrition
University of Montevallo

Role: The proposed program is within the instructional role recognized for the University of Montevallo (UM).

Program Description: Offered by the Department of Health and Human Sciences in the College of Education and Human Development, the MS in Nutrition will to prepare graduates to become Registered Dietician Nutritionists (RDN). This graduate program is designed to support UM's Coordinated Program in Dietetics, which is accredited through the Accreditation Council for Education in Nutrition and Dietetics (ACEND). The program will combine didactic content with supervised practice hours required to become an RDN.

Student Learning Outcomes: Students in the MS in Nutrition program will learn how to do the following:

1. Demonstrate an understanding of the ethical, cultural, and environmental issues facing nutrition professionals.

2. Recognize significant health-related interactions between dietary intake and health status, and design plans to promote optimal well-being.

3. Communicate professionally and effectively in all nutrition and dietetics interactions.

4. Translate nutrition research into useful advice to improve the well-being of individuals and groups by guiding change in knowledge, attitudes, and behaviors.

Administration: The program will be administered by the College of Education and Human Development, Dr. Donna Ploessl, Dean; and the Department of Health and Human Sciences, Dr. Shawn Mitchell, Chair.

Peer Review: The program proposal was available for review by the Alabama Council of Graduate Deans (ACGD). Three institutions submitted responses, which were generally supportive of the program. One respondent questioned whether there was sufficient student demand, and this has been addressed in the relevant section below.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Specialized Accreditation: UM's existing Coordinated Program in Dietetics is accredited through the Accreditation Council for Education in Nutrition and Dietetics (ACEND). Beginning January 1, 2024, the Commission on Dietetics Registration (CDR) raised the minimum educational requirement for potential RDNs from a bachelor's degree to a master's degree, and as a result, requirements for ACEND accreditation have changed. The proposed MS in Nutrition is designed to meet these new requirements and continue UM's accreditation through ACEND.

Professional Licensure/Certification: The proposed program is designed to meet requirements for ACEND accreditation, which will allow graduates to sit for the Registration Examination for Registered Dietitian Nutritionists (RDN). To be eligible to sit for this registration exam, students must have completed the necessary nutrition-related course work through an accredited institution, a master's degree, and a minimum of 1000 hours of supervised practice. Graduates of UM's current program have had a 100% pass rate on the RDN examination. The State of Alabama requires a license to practice dietetics/nutrition, and those passing the RDN examination can be licensed through the Alabama State Board of Examiners for Dietetics and Nutritionists.

Similar Programs: The following institutions also offer master's-level programs approved to prepare graduates to become RDNs:

- Auburn University, MS in Nutrition (CIP 30.1901)

- University of Alabama, MS in Food and Nutrition (CIP 19.0504)

- University of Alabama at Birmingham, MS in Nutrition Sciences (CIP 51.3102)

Relationship to Existing Coursework: The configuration of UM's existing Coordinated Program in Dietetics includes discipline-specific coursework delivered at the baccalaureate level (BS in Exercise and Nutrition Science – Nutrition and Wellness Concentration, CIP 31.0505), combined with supervised practicum experience delivered at the master's level (MEd in Applied Instruction – Exercise and Nutrition Science Concentration, CIP 13.0101). In order to fulfill the new ACEND requirements, UM's Department of Health and Human Sciences is redesigning undergraduate nutrition courses with ACEND competencies as graduate level courses for the MS in Nutrition. Existing graduate-level supervised practice courses will be shifted to the new program, and the existing Exercise and Nutrition Science Concentration within the MEd will close. In keeping with the existing program structure, the MS in Nutrition will share three courses with the MS in Exercise Science (CIP 31.0505).

Collaboration: There are no external collaborations planned at this time.

Admissions: Applicants must submit official transcripts from all colleges and universities attended; a resume; two letters of reference; one-two-page letter of intent that includes plans for the future and why the applicant is a good fit for the BS/MS program; a background check; updated blue immunization card; negative TB skin test; negative standard 10-panel drug screen; proof of health insurance; and proof of automobile insurance.

Mode of Delivery: Five of the nine didactic courses will be in-person, one hybrid, and three online. The six supervised practice courses will be in hospitals, health departments, medical centers, long-term care facilities, and schools with which UM has affiliate agreements.

Curriculum: UM will create twelve new courses for this program. Nine courses will be didactic, and six will be designed for supervised practice in three areas of nutrition: clinical nutrition, community nutrition, and food service management. Of these new courses, 11 are adapted from coursework for the existing Coordinated Program in Dietetics.

> Program Completion Requirements:
> Credit hours required in program courses   36
> Credit hours required in program electives/concentrations/tracks   0
> Credit hours required in free electives   0
> Credit hours in required research/thesis   9
> **Total credit hours required for completion**   **45**

Work-Based Learning: Students will engage in over 1000 hours of supervised practice in the three primary areas of dietetics. Students must successfully complete all supervised practice rotations based on preceptor requirements and obtain a ServSafe certification.

Industry Need: The proposed program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system.

1) Dietitians and Nutritionists (SOC 29-1031) - to apply for selected graduate programs in nutrition, complete the 900-hour internship requirement and take the national exam to become a Registered Dietitian/Nutritionist (RDN).

2) Food Service Managers (SOC 11-9051) - to enter careers in food service management and take the national board exam for the Certified Dietary Manager Credential.

3) Health Education Specialists (SOC 21-1091) - to apply for state and federal positions as a public health educator.

4) Community Health Workers (SOC 21-1094) - to apply for state and federal positions as a community health worker.

The U.S. Bureau of Labor Statistics predicts that the number of jobs for registered dietitians and nutritionists will increase by 11% between 2018 and 2028. Demand for Foodservice Managers is expected to increase 10% by 2030. Overall employment of health education specialists and community health workers is projected to grow 12% from 2021 to 2031, much faster than the average for all occupations.

Student Demand: A survey was conducted through the office of Institutional Research, Planning, and Assessment during the Spring 2024 semester, with eleven students responding. Of the respondents, 82% indicated a desire to become an RDN. When asked if they would enroll in the program upon completion of an undergraduate degree, 91% indicated they would apply for the MS degree if offered by the University of Montevallo.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	4	
	Part-Time Faculty	3	
	Administration		
	Support Staff		
New to be Hired	Full-Time Faculty		
	Part-Time Faculty		
	Administration		
	Support Staff		

Faculty from the altered allowing for existing Coordinated Program in Dietetics (undergraduate level) will be reassigned to the proposed MS program.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Other: The accreditation expenses should not exceed the current expenditures for accreditation through the Accreditation Council for Education in Nutrition and Dietetics (ACEND). The annual fee through ACEND is $2,680 and the fee for a self-study and site visit is $7,580. The self-study and site visit occur every seven years. These are not new costs to the University, so they are not included in the Business Plan.

Library: UM's Carmichael Library has supported the Nutrition and Wellness/Dietetics Concentration for many years and will have sufficient resources to support a master's degree in Nutrition. The Exercise and Nutrition Science (EXNS) department has a long history at UM and the faculty have consistently used the subject allocation funds to purchase high quality, scholarly, and relevant resources. The

library is investigating the possibility of upgrading their SPORTDiscus database subscription to SPORTDiscus with Full Text, which includes many titles related to nutrition, in order to increase access to journal article content. Faculty are highly encouraged to request books and eBooks in the area of nutrition to keep the collection relevant and current.

Program Budget: The proposal projects that no new funds will be required to support the program over the first seven years. The program is expected to generate $680,238 through tuition and fees.

Attachment 3

University of Montevallo
Master of Science in Nutrition

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**36**	
NTR 573 Human Nutrition & Metabolism I	3	*
NTR 583 Nutrition Care Process I	3	*
EXNS 510 Advanced Sports Nutrition	3	
NTR 574 Human Nutrition & Metabolism II	3	*
NTR 584 Nutrition Care Process II	3	*
NTR 585 Life Cycle and Community Nutrition	3	*
NTR 565 Community Nutrition I Supervised Practice	3	* WBL
NTR 566 Community Nutrition II Supervised Practice	3	* WBL
NTR 567 Foodservice Management I Supervised Practice	3	* WBL
NTR 568 Foodservice Management II Supervised Practice	3	* WBL
NTR 569 Clinical Nutrition I Supervised Practice	3	* WBL
NTR 570 Clinical Nutrition II Supervised Practice	3	* WBL
Research/Thesis Courses	**9**	
NTR 571 Applied Research in Food Science	3	*
EXNS 508 Research Methods in EXNS	3	
EXNS 598 Statistical Measurements in EXNS	3	
Total Required Hours for MS Degree:	**45**	

WBL indicates the course includes work-based learning.

DECISION ITEM: G-4a

University of North Alabama, Bachelor of Science in
Occupational Therapy Assistant (CIP 51.0803)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science
(BS) in Occupational Therapy Assistant.

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

Implementation Date: Implementation for the proposed
program will begin in Spring 2026. Based on Commission policy,
the proposed program must be fully implemented by January 1,
2028, 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 program will have the implementation date and post-
implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount
beginning in 2027-28 will be 9.4 students, based on the
Commission's "Operational Policy on the Approval of New
Programs of Instruction and Requirements for Post-
Implementation Monitoring" (Administrative Code §300-2-1-
.04).

2. That the annual average number of graduates for the period
2027-28 and 2032-33 (six-year average) will be 7.5, based on
the adopted graduation requirements as stated in the Code of
Alabama 16-5-8(a)(2).

3. That the program will achieve, or make significant progress
toward, programmatic accreditation through the Accreditation
Council for Occupational Therapy Education (ACOTE).

4. That information regarding an overall assessment of the
program be provided, particularly as related to objectives and
assessment measures stated in the proposal, including also
data on professional licensure, related employment, and/or
acceptance into graduate study.

University of North Alabama (UNA) will be required to phase out
the program if any of the post-implementation conditions are not
met. The institution must present documentation regarding the
post-implementation conditions, as well as a general assessment
of the program, in a report submitted to the Commission no later
than September 1, 2033.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program is designed to fulfill requirements for professional licensure and prepare graduates for employment as Occupational Therapist Assistants (SOC 31-2011), an occupation which is included on the 2023-24 Statewide Demand Occupations list.

2. This proposal includes letters of support from eight potential clinical partners and employers attesting to the need for this program.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of North Alabama proposal, dated April 19, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION: University of North Alabama

PROGRAM: BS in Occupational Therapy Assistant (CIP 51.0803)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**TOTAL**
FACULTY	$95,394	$95,394	$95,394	$168,419	$168,419	$168,419	$206,848	$998,287
STAFF	$36,513	$36,513	$36,513	$36,513	$36,513	$36,513	$36,513	$255,591
EQUIPMENT	$55,000	$0	$0	$0	$0	$0	$0	$55,000
FACILITIES	$75,000	$0	$0	$0	$0	$0	$0	$75,000
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$10,000	$5,240	$5,240	$5,240	$5,240	$5,240	$5,240	$41,440
TOTAL	$271,907	$137,147	$137,147	$210,172	$210,172	$210,172	$248,601	$1,425,318

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**TOTAL**
REALLOCATIONS	$169,970	$0	$0	$0	$0	$0	$0	$169,970
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$102,000	$204,000	$255,000	$357,000	$408,000	$408,000	$408,000	$2,142,000
TOTAL	$271,970	$204,000	$255,000	$357,000	$408,000	$408,000	$408,000	$2,311,970

ENROLLMENT PROJECTIONS							
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**AVERAGE**
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	20	25	35	40	40	40	33
PART-TIME HEADCOUNT	Year 1- No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	20	25	35	40	40	40	33
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	15	20	20	20	20	17.5

DEGREE COMPLETION PROJECTIONS							
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	10	10	15	20	20	20	15.8

Attachment 2

Summary of Background Information

Bachelor of Science in Occupational Therapy Assistant
University of North Alabama

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

Program Description: Offered by the Department of Undergraduate Programs in the College of Nursing and Health Professions, the BS in Occupational Therapy Assistant (BS OTA) is designed to provide entry-level preparation for individuals seeking employment in the field of occupational therapy. The program is also intended to assist in meeting the needs of healthcare professionals within North Alabama. The goal of the proposed OTA program is to develop individuals who are highly skilled and knowledgeable in the field of occupational therapy and are prepared to provide compassionate, patient-centered care for clients across the lifespan.

Student Learning Outcomes: Learning outcomes for graduates of the BS in Occupational Therapy Assistant program include the following abilities:

1. Demonstrate skills necessary to function in professional roles as occupational therapy assistants.

2. Apply evidence-based research to clinical practice for the provision of quality care.

3. Collaborate with members of the healthcare team to advocate for clients and promote person-centered care.

4. Express cultural competency and sensitivity while caring for diverse patient populations.

5. Demonstrate an understanding of the need for continuous personal and professional growth.

Administration: The program will be administered by the College of Nursing and Health Professions, Dr. Tera Kirkman, Dean; and the Department of Undergraduate Programs, Dr. Clarissa Hall, Chair.

Peer Review: The program proposal was available for review by the Council of University Chief Academic Officers (CUCAO). No responses were received.

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: Within the SREB states, there are no universities currently offering bachelor degrees accredited by the Accreditation Council for Occupational Therapy Education (ACOTE). The only OTA program available in Alabama is offered at the associate-level by Wallace State Community College – Hanceville (CIP 51.0803).

Relationship to Existing Coursework: The administration of the Anderson College of Nursing and Health Professions Undergraduate Department, along with the University administration, will provide support for the BS OTA program. The degree will prepare students for potential future participation in the MS in Occupational Therapy (CIP 51.2306), which is also under review at the September Commission meeting.

Collaboration: UNA does not have plans for collaboration at this time.

Accreditation: UNA must receive substantive change approval for this program from the Southern Association of Colleges Commission on Colleges (SACSCOC). In addition, UNA will seek specialized

accreditation through the Accreditation Council for Occupational Therapy Education (ACOTE) to ensure the BS OTA program meets the standards necessary to prepare students for credentialing and employment. ACOTE accreditation is required for students to be eligible for the National Board Certification in Occupational Therapy (NBCOT) certification examination.

Professional Licensure: To practice as an occupational therapy assistant (OTA), individuals must pass the National Board of Certification in Occupational Therapy exam. The clinical experiences and didactic coursework for this program will be based upon ACOTE standards and prepare students for examination, credentialing, and entry-level employment as certified OTAs. To practice as an Occupational Therapy Assistant within the State of Alabama, individuals must receive a license through the Alabama State Board of Occupational Therapy.

Admissions: Applicants must admitted to this degree program in a separate admissions process, which includes formal application to the Anderson College of Nursing and Health Professions, ability to participate in rotations in all clinical facilities; a minimum overall grade point average of 2.75 (4.0 scale) or higher in required OTA pre-professional courses, including a "C" or higher in all required prerequisite courses as listed in the General Studies Component for Occupational Therapy Assistant majors; and complete a criminal background check and negative drug screen as specified on the application for admission.

Mode of Delivery: Coursework for the proposed program will be delivered via face-to-face instruction. Fieldwork requirements will be completed in-person through partnerships with local clinical sites.

Curriculum: UNA will develop seventeen new courses for this program.

Program Completion Requirements:	
Credit hours required in general education	41
Credit hours required in pre-professional courses	16
Credit hours in or program courses	58
Credit hours required in program electives/concentrations/tracks	0
Credit hours in required or free electives	6
Credit hours in required research/thesis	0
Total credit hours required for completion	**121**

Work-Based Learning: The OTA curriculum will require the completion of four fieldwork courses for a total of 17 credit hours. Students will participate in clinical training and practice while supervised by licensed OTAs or OTs at various clinical sites. These work-based hours will allow for the application of didactic coursework in the clinical setting.

Industry Need: The proposed program is designed to prepare graduates for employment as Occupational Therapy Assistants (SOC 31-2011, included on the 2023-24 Statewide Demand Occupations list). According to the US Bureau of Labor Statistics, there were approximately 47,000 OTA job openings in 2021, and the need for OTAs is expected to grow 25% by 2031 with a median salary of $61,520 per year. Approximately 9,300 openings are expected annually from 2021-2031. Additionally, approximately 133,900 occupational therapist job vacancies were reported in 2021 with an anticipated 14% growth by 2031 and a reported median annual salary of $85,570. A BS OTA program would not only meet the demand for additional occupational therapy assistants but also provide a pathway for individuals seeking advanced degrees as occupational therapists.

Locally, there has been a gap in occupational therapy care identified among clinical partners due to a shortage of OTA professionals. The proposed BS OTA program would help meet the employment needs of stakeholders within the community and expand the availability of occupational therapy services throughout the region. Letters of support were submitted with the program proposal from the following local care providers:

- North Alabama Shoals Hospital

- Decatur Morgan Hospital

- United Cerebral Palsy of Northwest Alabama

- Stepping Stone Pediatric Therapy

- Huntsville Hospital

- North Alabama Bone and Joint Clinic

- Genesis Healthcare

- REACH Pediatrics Therapy Services

Student Demand: In February 2023, UNA surveyed all freshmen and current nursing majors. Of the 431 responses received (232 freshmen and 192 sophomores), 88% indicated they have always been drawn to service-related professions; 66% indicated that they did not know what an Occupational Therapist does; when presented with more information on the OT profession, 52% indicated they would be interested in the field; and 58% indicated 'yes' or 'maybe' when asked if they would have considered OT a major when they first enrolled.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty	1	
	Part-Time Faculty		
	Administration		1
	Support Staff		1
New to be Hired	Full-Time Faculty	1	
	Part-Time Faculty		
	Administration		
	Support Staff	0.5	

In developing this program and the associated MS in Occupational Therapy, UNA has hired a program director and a fieldwork coordinator. The program director will serve as a full-time faculty member in the undergraduate OTA program. The UNA administration has approved hiring an additional OT faculty member who holds an MSOT. Additional faculty hires will be contingent upon enrollment numbers. The Program Director and Fieldwork Coordinator will be granted release time to effectively manage the programs. The program will also share a support staff member with the proposed graduate program at 0.5 FTE.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: Both the BS and MS program will require a total of $110,000 in start-up equipment costs to include: a standard oven, deep freezer, standard tub, toilet, living room sofa, chair, twin bed, weights, pediatric swing, mat tables, transfer mats, hospital beds, mini trampoline, walkers, gait trainers, hydroculator, Hausmann Dual Lift Powermatic Mat Platform, and adaptive equipment. These equipment costs are to be shared between the two programs.

Facilities: The BS OTA and MSOT will be located on the first floor of Stevens Hall, which is undergoing renovations for this program and other Allied Health programs. The renovated first floor will feature a classroom, pediatric lab, transfer lab, apartment, office spaces, laundry room, break room/conference

room, and storage areas. Costs for the first-floor renovation have been estimated at $150,000, which is being split equally between the two programs.

Library: The UNA Collier Library's local collection and current subscriptions has adequate holdings to support the BS in Occupational Therapy Assistant.

Other: ACOTE requires the submission of accreditation fees that include a Candidacy Application Fee of $3,670, a Pre-accreditation Review Fee of $5,840, and an Initial On-Site Fee of $5,840. UNA has included some additional funds for organic marketing strategies (e.g., social media marketing, email campaigns, etc.) to recruit for the OTA program.

Program Budget: The proposal projects that $1,425,318 in new funds will be required to support the BS program in Occupational Therapy over the first seven years, with reallocations of $169,970 to support start-up costs in Year 1. Over the first seven years, the program is expected to generate $2,142,000 in tuition.

Attachment 3

Bachelor of Science in Occupational Therapy Assistant
University of North Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	**41**	
Area I. Written Composition	6	
Area II. Humanities and Fine Arts	12	
Area III. Natural Sciences and Mathematics	11	
Area IV. History, Social, and Behavioral Sciences	12	
Pre-Professional Courses	**16**	
HPE 235 Medical Terminology	1	
NU 238 Pathophysiology	3	
PY 302 Abnormal Psychology	3	
ED 299 Human Growth and Development	3	
CNH 342 Nutrition	3	
MA 147 Elementary Statistics	3	
Program Courses	**58**	
OT 302 Anatomy and Kinesiology with Lab	4	*
OT 303 Therapeutic Media Design	3	*
OT 301 Foundations and Framework for OT Practice with Lab	4	* WBL
OT 304 Psychosocial Factors in Occupational Therapy	3	*
OT 305 Pediatric Interventions in Occupational Therapy with Lab	4	* WBL
OT 306 Occupational Therapy in Groups and Communities	3	*
OT 403 Research Writing for Health Professionals	3	*
OT 401 Medical Documentation for Occupational Therapy	3	*
OT 404 Baccalaureate Project I	3	* WBL
OT 309 Level 1A, Field Work #1	2	* WBL
OT 308 Level 1 B, Field Work #2	3	* WBL
OT 307 Adult and Older Adult Interventions in Occupational Therapy	4	*
OT 408 OT Principles & Practice: Ethics, Management, and Leadership for the OTA Practitioner	3	*
OT 405 Baccalaureate Project II	3	* WBL
OT 402 Level IIA, Field Work #3	6	* WBL
OT 406 Level 11B, Field Work #4	6	* WBL
OT 407 NBCOT Prep- Credentialing and Licensure Preparation	1	*
Free Electives	**6**	
Total Required Hours for BS Degree:	**121**	

WBL indicates that the course includes work-based learning.

DECISION ITEM: G-4b

University of North Alabama, Master of Science in Occupational Therapy (CIP 51.2306)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Occupational Therapy.

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

Implementation Date: Implementation for the proposed program will begin in Fall 2026. Based on Commission policy, the proposed program must be fully implemented by September 1, 2028, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2027-28 will be 4.7 students, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2027-28 and 2032-33 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the program will achieve, or make significant progress toward, programmatic accreditation through the Accreditation Council for Occupational Therapy Education (ACOTE).

4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on professional licensure and related employment.

University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2033.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program is designed to prepare graduates for employment as Occupational Therapists (SOC 29-1122), an occupation which is included on the 2023-24 Statewide Demand Occupations list. UNA's proposed program will help to fulfill the industry need in North Alabama, as the nearest existing OT professional program is at the University of Alabama at Birmingham.

2. UNA plans to share start-up costs between this master's degree and the proposed BS in Occupational Therapy Assistant, which will enable both programs to become self-sustaining sooner.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of North Alabama proposal, dated April 19, 2024, with supplementary information provided subsequently. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: University of North Alabama							
PROGRAM: MS in Occupational Therapy (CIP 51.2306)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**TOTAL**
FACULTY	$95,394	$95,394	$95,394	$100,194	$100,194	$100,194	$108,224	$694,988
STAFF	$36,512	$36,512	$36,512	$36,512	$36,512	$36,512	$36,512	$255,584
EQUIPMENT	$55,000	$0	$0	$0	$0	$0	$0	$55,000
FACILITIES	$75,000	$0	$0	$0	$0	$0	$0	$75,000
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$10,000	$5,240	$5,240	$5,240	$5,240	$5,240	$5,240	$41,440
TOTAL	$271,906	$137,146	$137,146	$141,946	$141,946	$141,946	$149,976	$1,122,012

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**TOTAL**
REALLOCATIONS	$185,281	$0	$0	$0	$0	$0	$0	$185,281
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$86,625	$173,250	$259,875	$346,500	$433,125	$519,750	$519,750	$2,338,875
TOTAL	$271,906	$173,250	$259,875	$346,500	$433,125	$519,750	$519,750	$2,524,156

ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**AVERAGE**
FULL-TIME HEADCOUNT	Year 1 – No data reporting required	10	15	20	25	30	30	21.7
PART-TIME HEADCOUNT	Year 1- No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 – No data reporting required	10	15	20	25	30	30	21.7
NEW ENROLLMENT HEADCOUNT	Year 1 – No data reporting required	5	10	10	15	15	15	11.7

DEGREE COMPLETION PROJECTIONS Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 – No data reporting required	5	5	10	10	15	15	10

Attachment 2

Summary of Background Information

Master of Science in Occupational Therapy
University of North Alabama

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

Program Description: Offered by the Department of Graduate Programs in the College of Nursing and Health Professions, the proposed MS in Occupational Therapy (OT) is designed to provide graduate-level preparation that will advance the professional opportunities of baccalaureate students seeking employment in the occupational therapy profession. The program will graduate individuals who can provide an advanced level of care and possess a higher level of knowledge in their profession and are prepared to administer compassionate, person-centered care for clients across the lifespan.

Student Learning Outcomes: Learning outcomes for graduates of the MS in Occupational Therapy program include the following abilities:

1. Integrate knowledge, competencies, and skills of a professional occupational therapist into clinical practice.

2. Appraise evidence-based research in clinical practice to ensure quality care across the lifespan.

3. Incorporate ethical decision-making, technology, and communication skills to provide culturally competent care.

4. Network effectively with healthcare team members to improve health outcomes for diverse populations.

5. Develop effective leadership skills to advance the occupational therapy profession.

Administration: The program will be administered by the College of Nursing and Health Professions, Dr. Tera Kirkman, Dean; and the Department of Graduate Programs, Dr. Kristy Oden, Chair.

Peer Review: The program proposal was available for review by the Alabama Council of Graduate Deans (ACGD), and five responses were received. Three respondents expressed support for the proposed program, while two others suggested that the program may fall short of specialized accreditation requirements. These concerns have been addressed in the relevant section below.

Public Review: The program was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: Three public institutions have a record of offering MS in Occupational Therapy degrees: Alabama State University, University of Alabama at Birmingham, and University of South Alabama. Each of these existing programs has been approved by the Commission to transition their entry-level professional degree program to the Doctor of Occupational Therapy (OTD). If approved, UNA's MS in Occupational Therapy would be the only entry-level professional degree in Alabama offered at the master's level.

Relationship to Existing Coursework: UNA's Anderson College of Nursing and Health Professions currently offers graduate degrees in Nursing, including the MSN and DNP, and the proposed program will expand the College's offerings to another allied health discipline. The proposed program is related to and will share resources with the proposed BS in Occupational Therapy Assistant (CIP 51.0803), which is also under consideration by the Commission. In addition, discussions are underway with UNA's Department of Kinesiology within the College of Education and Human Sciences to develop coursework

in Applied Kinesiology, which may be of interest to those students pursuing the MS in Exercise and Health Promotion (CIP 31.0505).

Collaboration: UNA does not have plans for collaboration with other institutions at this time.

Accreditation: UNA must receive substantive change approval for this program from the Southern Association of Colleges Commission on Colleges (SACSCOC). In addition, UNA will seek specialized accreditation through the Accreditation Council for Occupational Therapy Education (ACOTE) to ensure the MS in Occupational Therapy program meets the standards necessary to prepare students for credentialing and employment. ACOTE accreditation is required for students to be eligible for the National Board Certification in Occupational Therapy (NBCOT) certification examination.

Peer reviewers expressed concern that the proposed MS would not meet ACOTE standards. It is important to note that ACOTE has recently updated its accreditation standards so that program length for the entry-level professional master's degree in OT is capped at 70 credit hours, and the proposed degree falls within the acceptable range at 67 credit hours. Alabama public institutions currently offering OT professional programs are transitioning their programs to the doctorate level because their number of credit hours was substantially higher, and UNA's proposed program is not intended to prepare doctoral-level practitioners. UNA's program director has been working closely with ACOTE reviewers to ensure that the curriculum meets the standards appropriate for the master's-level. UNA plans to submit its application for candidacy with ACOTE in Fall 2025, and if candidacy status is granted, the first class of master's-level students will start in May 2026. ACOTE will then make a decision about UNA's master's-level accreditation during the 2028-29 academic year so that the first class can graduate in May 2029.

Professional Licensure: Aspiring occupational therapists must graduate from an ACOTE-accredited professional program and pass the National Board of Certification in Occupational Therapy exam to achieve certification as Occupational Therapists Registered (OTRs). The clinical experiences and didactic coursework for this program will be based upon ACOTE standards and prepare students for examination, credentialing, and employment as OTRs. To practice as an occupational therapist within the State of Alabama, individuals must also become licensed through the Alabama State Board of Occupational Therapy.

Admissions: Applicants must submit the following to be considered for the program: a baccalaureate degree from a regionally accredited college or university; a formal application and two professional references; a minimum overall cumulative grade point average (GPA) of 3.0 (based on a 4.0 scale) for the undergraduate degree and a cumulative GPA of 3.0 for prerequisite courses; completion of prerequisite courses (with a minimum grade of "C") prior to enrollment in the program (no more than 3 outstanding prerequisites at the time of application, along with a timeframe on completing the remaining courses). Applicants must also have a minimum of 30 documented OT observation hours under the supervision of a licensed occupational therapist.

Mode of Delivery: Coursework for the proposed program will be delivered in a hybrid format. Fieldwork requirements will be completed in-person through partnerships with local clinical sites.

Curriculum: UNA will develop 21 new courses for this program.

Program Completion Requirements:	
Credit hours required in program courses	67
Credit hours in program electives/concentrations/tracks	0
Credit hours in required or free electives	0
Credit hours in required research/thesis	0
Total credit hours required for completion	**67**

Work-Based Learning: The OT curriculum will require the completion of five fieldwork courses for a total of 15 credit hours. Students will participate in clinical training and practice while supervised by licensed

OTs at various hospitals, clinical sites, and rehabilitation facilities. In keeping with ACOTE standards, these fieldwork experiences will allow for the application of didactic coursework in the clinical setting.

Industry Need: The proposed program is designed to prepare graduates for employment as Occupational Therapists (SOC 29-1122), which are included on the 2023-2024 Statewide Demand Occupations list. Employment of occupational therapists is projected to grow 17 percent from 2020 to 2030, much faster than the average for all occupations according to the Occupational Outlook Handbook. UNA's proposed program will help to fulfill the industry need in North Alabama, as the nearest existing OT professional program is at the University of Alabama at Birmingham.

Student Demand: UNA cites contacts from prospective students and local employers about starting a professional program in occupational therapy, but no additional data was provided to substantiate interest in enrolling in the proposed MS program. The budget does include funds for marketing and outreach, as it is expected that awareness of the program and industry need for practitioners will drive enrollments. In addition, the proposed BS in OTA will serve as a feeder for the MS program.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty		
	Part-Time Faculty		
	Administration		1
	Support Staff		1
New to be Hired	Full-Time Faculty	1	
	Part-Time Faculty	1	
	Administration		
	Support Staff	0.5	

In developing this program and the associated BS in Occupational Therapy Assistant, UNA has brought on a program director and a fieldwork coordinator. In addition to faculty hires for the undergraduate program, UNA has budgeted for one full-time and one part-time faculty member for the MS program. These individuals will be required to hold a Doctor of Occupational Therapy (OTD). Additional faculty hires will be contingent upon enrollment numbers. The program will also share a support staff member with the proposed OTA program at 0.5 FTE.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: Both the BS and MS program will require a total of $110,000 in start-up equipment costs to include: a standard oven, deep freezer, standard tub, toilet, living room sofa, chair, twin bed, weights, pediatric swing, mat tables, transfer mats, hospital beds, mini trampoline, walkers, gait trainers, hydroculator, Hausmann Dual Lift Powermatic Mat Platform, and adaptive equipment. These equipment costs are to be shared between the two programs.

Facilities: The BS OTA and MSOT will be located on the first floor of Stevens Hall, which is undergoing renovations for this program and other Allied Health programs. The renovated first floor will feature a classroom, pediatric lab, transfer lab, apartment, office spaces, laundry room, break room/conference room, and storage areas. Costs for the first-floor renovation have been estimated at $150,000, which is being split equally between the two programs.

<u>Library:</u> The UNA Collier Library's local collection and current subscriptions has adequate holdings to support the BS in Occupational Therapy Assistant.

<u>Other:</u> ACOTE requires the submission of accreditation fees that include a Candidacy Application Fee of $3,670, a Pre-accreditation Review Fee of $5,840, and an Initial On-Site Fee of $5,840. UNA has included some additional funds for organic marketing strategies (e.g., social media marketing, email campaigns, etc.) to recruit for the OTA program.

Program Budget: The proposal projects that $1,122,012 in new funds will be required to support the MS in Occupational Therapy over the first seven years, with reallocations of $185,281 to support start-up costs in Year 1. Over the first seven years, the program is expected to generate $2,338,875 in tuition.

Attachment 3

Master of Science in Occupational Therapy
University of North Alabama

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**67**	
OT 500 Foundations and Framework for Advanced Occupational Therapy	3	*
OT 501 Occupational Performance across the Lifespan	3	*
OT 502 Advanced Clinical Pathophysiology for OT	3	*
OT 503 Advanced Human Anatomy and Kinesiology	4	*
OT 504 Neuroanatomy	3	*
OT 505 OT for Neurological Conditions	4	*
OT 506 Medical Documentation and Informatics	3	*
OT 507 Principles of Practice: Early Life	4	*
OT 508 Fieldwork Experience I A	1	* WBL
OT 509 Occupational Measurement and Analysis	3	*
OT 510 OT for Mental Health Conditions	4	*
OT 511 Assistive Technology	2	*
OT 512 Fieldwork Experience I B	1	* WBL
OT 600 OT for Orthopedic Conditions	3	*
OT 601 Community-based and Specialized Practice	3	*
OT 602 OT with the Older Adult	4	*
OT 603 Management in OT	3	*
OT 604 Fieldwork Experience 1 C	1	* WBL
OT 605 Evidence-Based Practice	3	*
OT 606 Fieldwork Experience II A	6	* WBL
OT 607 Fieldwork Experience II B	6	* WBL
Total Required Hours for MS Degree	**67**	

WBL indicates that the course includes work-based learning.

DECISION ITEM: G-5

University of West Alabama, Master of Science in Nursing in Nursing (CIP 51.3802)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science in Nursing (MSN) in Nursing.

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

Implementation Date: The proposed program will be implemented in Fall 2025. Based on Commission policy, the proposed program must be implemented by September 1, 2027, 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 program will have the implementation date and post-implementation conditions listed below:

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2027-28 will be 4.7 students, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-2032 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the program will achieve, or make significant progress toward, programmatic accreditation through the Accreditation Commission for Education in Nursing (ACEN).

4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on related employment.

The University of West Alabama (UWA) 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, 2032.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed program will be the only MSN in the state with a focus on rural leadership and will prepare graduates to serve rural and underserved populations in positions that are included on the 2023-2024 Statewide Demand list.

2. The proposed program will take advantage of existing faculty expertise for the college's ASN and BSN programs and will require minimal funds to implement.

3. The proposal includes three letters of support from area healthcare providers attesting to the need for this program.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of West Alabama proposal, dated June 5, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: University of West Alabama							
PROGRAM: MSN in Nursing (CIP 51.3802)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
FACULTY	$4,800	$15,000	$15,000	$21,000	$24,000	$27,000	$27,000	$133,800
STAFF	$6,600	$6,600	$6,600	$6,600	$6,600	$6,600	$6,600	$46,200
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$13,605	$0	$0	$0	$0	$0	$0	$13,605
TOTAL	$25,005	$21,600	$21,600	$27,600	$30,600	$33,600	$33,600	$193,605

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**TOTAL**
REALLOCATIONS	$9,405	$0	$0	$0	$0	$0	$0	$9,405
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$15,600	$79,625	$91,000	$91,000	$102,375	$102,375	$113,750	$595,725
TOTAL	$25,005	$79,625	$91,000	$91,000	$102,375	$102,375	$113,750	$605,130

ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**6-YEAR AVERAGE**
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
PART-TIME HEADCOUNT	Year 1 - No data reporting required	7	8	8	9	9	10	8.5
TOTAL HEADCOUNT	Year 1 - No data reporting required	7	8	8	9	9	10	8.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	5	5	6	6	6	5.5

DEGREE COMPLETION PROJECTIONS Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	3	3	4	4	4	5	3.8

Attachment 2

Summary of Background Information

University of West Alabama
Master of Science in Nursing in Nursing

Role: The proposed program is within the instructional role recognized for the University of West Alabama (UWA).

Program Description: The proposed Master of Science in Nursing (MSN) degree is designed for bachelor's-level registered nurses (RNs) seeking advanced preparation and leadership roles in the nursing profession as necessitated by today's evolving healthcare system. The program will prepare graduates for work in various healthcare settings to bring health literacy, health resources, human resources, and clinical resources to the college's region and beyond. Special emphasis will be placed on vulnerable patient populations and providing resources to rural communities that lack access. Graduates will be well-prepared to take on leadership roles in rural healthcare facilities, clinics, community health organizations, nursing education programs, and government agencies. These individuals will play a crucial role in improving the health outcomes and quality of care in underserved rural areas, significantly impacting the well-being of these communities.

Student Learning Outcomes: The proposed MSN will focus on the following learning objectives:

1. Evaluate the impact of cultural, ethnic, and social factors on healthcare delivery in rural healthcare settings.

2. Evaluate the impact of effective communication and collaborative strategies with inter-professional team members in rural healthcare settings.

3. Interpret evidence-based practice and effectively integrate research findings to optimize patient outcomes and healthcare delivery within the limited resources of rural settings.

4. Appraise quality improvement methodologies to enhance healthcare delivery in rural communities.

5. Appraise evidence-based strategies designed to address the distinct safety challenges prevalent in rural communities.

6. Assess the benefits and limitations of incorporating informatics, technology, and data analytics to improve patient outcomes and healthcare delivery in rural settings.

Administration: The program will be administered by the Division of Nursing, Dr. Mary Hanks, Chair.

Peer Review: The program proposal was available for review by the Alabama Council of Graduate Deans (ACGD), and four responses were received, with no major objections raised.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: The following institutions currently offer an MSN at the same CIP 51.3801 but without a focus on rural populations: Auburn University, Auburn University at Montgomery, Jacksonville State University, Troy University, University of Alabama, University of Alabama at Birmingham, University of Alabama in Huntsville, University of North Alabama, and University South Alabama. The University of Alabama offers an MS in Rural Community Health (CIP 51.2208), which is in part designed as a pathway into rural primary care medicine rather than nursing and may also lead to employment into community health administration.

Relationship to Existing Coursework: UWA currently offers an ASN and a BSN in Nursing (CIP 51.3801), along with other advanced degrees that have a rural focus, specifically the EdD in Rural Education (CIP 13.9999) and DBA in Rural Business (52.0299).

Collaboration: No collaborations are currently planned with other higher education institutions. A collaboration with the UWA College of Business exists that offers an MBA with an emphasis in Healthcare Administration. The College of Business and Division of Nursing are exploring the possibility of a dual MSN/MBA degree due to the interest level of nurses in the area.

Specialized Accreditation: The proposed MSN will require accreditation by the Accreditation Commission for Education in Nursing (ACEN). UWA will initiate this process after gaining SACSCOC approval, and plan to attain accreditation from ACEN by Fall 2026.

Professional Licensure: Students entering the proposed MSN must already be licensed as Registered Nurses (RNs) as a component of being admitted into the program. The proposed program does not lead to additional professional certifications required for advanced practice nurses.

Admissions: Applicants must have an unencumbered, active nursing license in the state where they are currently employed, and must be a graduate of an accredited BSN in Nursing program. No hours may be transferred and applied to this program.

Mode of Delivery: The proposed MSN will be delivered in a 100% online format.

Curriculum: UWA plans to develop ten new courses for this program. The intended duration for full-time students will be three semesters or one year. Part-time students may complete the program in six semesters.

Program Completion Requirements:	
Credit hours required in program courses	15
Credit hours required in program electives/concentrations/tracks	15
Credit hours in free electives	0
Credit hours required in required research/thesis	5
Total credit hours required for completion	**35**

With a focus on rural nursing leadership, coursework will prepare nurses to manage healthcare resources (human, physical, and fiscal); obtain, create, and distribute health literacy materials; perform community-based healthcare needs assessment; and assist rural areas in seeking funding to address their unique needs or determine available resources to help consumers navigate a complicated healthcare system. Students will complete a required capstone project, but no clinical hours are required for this degree.

Industry Need: This program will prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

- Medical and Health Services Managers (SOC 11-9111, included on the 2023-24 Statewide In-Demand Occupations List)

- Social and Community Service Managers (SOC 11-9151, included on the 2023-24 Statewide In-Demand Occupations List)

Health disparities and lack of access persist in rural communities in Alabama and across the globe. An awareness of the unique needs of rural communities and building health literacy in these areas are crucial to improving access and eliminating disparities. The proposed MSN will focus on rural health needs and equip nurses with tools to manage healthcare resources in their communities. The proposal includes letters of support from the following healthcare providers that serve rural populations in UWA's region:

- DCH Health System, Tuscaloosa, AL

- Ochsner Rush Health, Meridian, MS

- Whitfield Regional Hospital, Demopolis, AL

Student Demand: Existing students enrolled in the nursing ASN and BSN programs were asked to respond to an MSN interest survey. Student responses indicated that 90.5% would be interested in an MSN program at UWA.

Resources:

Personnel:

Employment Status of Program Personnel		Personnel Information	
		Count from Proposed Program Department	Count from Other Departments
Current	Full-Time Faculty		
	Part-Time Faculty	6	
	Administration		
	Support Staff	1	
New to be Hired	Full-Time Faculty		
	Part-Time Faculty		
	Administration		
	Support Staff		

UWA plans to rely on existing Nursing faculty who are qualified at the doctoral level to deliver MSN coursework. Several of these faculty members are already teaching online courses in Healthcare Administration to support the MBA program. Modest funding will be necessary for faculty overload/adjunct stipends. An additional stipend will support a program director for the online MSN.

Assistantships: No assistantships will be offered for this program.

Equipment: No new equipment will be required for the proposed program.

Facilities: No new facilities will be required for the proposed program.

Library: The UWA library has sufficient resources to support the proposed MSN degree including the following: CINAHL- a comprehensive full-text source for Nursing and Allied health journals providing more than 1,300 publications; MEDLINE/PubMed – MEDLINE contains journal citations and abstracts for biomedical literature from around the world, and, in concert, PubMed provides access to over 11 million MEDLINE citations in full-text; many ProQuest resources; and Psychiatry Online which houses The Diagnostic and Statistical Manual for Mental Illness.

Other: Funds of $13,605 will be required to support initial accreditation review by ACEN, including site visit.

Program Budget: UWA projects that the proposed program will require $193,605 in new funds to deliver over the first seven years. Over the same period, the program expects to generate $595,725 through tuition, and modest reallocation of $9,405 will be required to cover accreditation costs for Year 1.

Attachment 3

University of West Alabama
MSN in Nursing

Course Number and Title	Number of Credit Hours	* If New Course
Program Courses	**15**	
NS 501 Theoretical Frameworks in Nursing	3	*
NS 510 Role of the Nursing Administrator	3	*
NS 520 Advanced Nursing Information Systems	3	*
NS 530 Diversity, Ethics, and Nursing Policy	3	*
NS 540 Advanced Evidence-Based Practice and Nursing Research	3	*
Program Electives/Concentrations/Tracks	**15**	
NS 561 Rural Healthcare Policy and Advocacy	3	*
NS 562 Current Issues in Rural Healthcare	3	*
NS 563 Rural Nursing Leadership and Management	3	*
NS 564 Impact of Insurance and Managed Care on Rural Populations	3	*
BA 506 Grant Writing and Contract Administration	3	
Required Research/Thesis	**5**	
NS 565 Rural Leadership Capstone Project	5	*
Total hours for MSN Degree	**35**	

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: G-6   <u>Coastal Alabama Community College, Associate of Applied</u>
                                      <u>Science in Advanced Manufacturing - Mechatronics</u>
                                      <u>(CIP 15.0407)</u>

<u>Staff Presenter:</u>   Mrs. Kristan White
                                      Academic Program Analyst

<u>Staff Recommendation:</u>   That the Commission approve the proposed Associate of Applied
                                      Science (AAS) in Advanced Manufacturing - Mechatronics.

                                      The program will have the implementation date and post-
                                      implementation conditions listed below.

                                      Implementation Date: The proposed program will be
                                      implemented Fall 2024. Based on Commission policy, the
                                      proposed program must be implemented by September 1, 2026,
                                      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 beginning
                                          in 2025-26 will be at least 9.4, based on the Commission's
                                          "Operational Policy on the Approval of New Programs of
                                          Instruction and Requirements for Post- Implementation
                                          Monitoring" (Administrative Code 300-2-1-.04).

                                      2. That the annual average number of graduates for the period
                                          2025-26 through 2030-31 (six-year average) will be at least
                                          7.5, based on the adopted graduation rates as stated in the
                                          Code of Alabama 16-5-8 (a)(2).

                                      3. That information regarding an overall assessment of the
                                          program will be provided, particularly as related to objectives
                                          and assessment measures stated in the proposal, including
                                          data on related employment and/or acceptance into a
                                          baccalaureate program.

                                      Coastal Alabama Community College (CACC) 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, 2031.

<u>Background:</u>   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.

Staff recommendation for approval is based on the following rationale:

1. The proposed AAS in Advanced Manufacturing--Mechatronics is designed to prepare graduates for employment in occupations on the Statewide In-Demand Occupations List, such as Industrial Machinery Mechanics, and Maintenance and Repair Workers.

2. This proposal includes letters of support from the Baldwin County Public Schools Career and Technical Education and Mayer Electric Supply, both attesting to the need for the program and willingness to partner in its delivery.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. Coastal Alabama Community College proposal, dated May 28, 2024, with supplementary information. 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.

6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04). Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: Coastal Alabama Community College							
PROGRAM: Associate of Applied Science in Advanced Manufacturing - Mechatronics (CIP 15.0407)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**TOTAL**
FACULTY	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$525,000
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$1,500,000	$0	$0	$0	$0	$0	$0	$1,500,000
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$1,575,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$2,025,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**TOTAL**
REALLOCATIONS	$75,000	$0	$0	$0	$0	$0	$0	$75,000
EXTRAMURAL	$1,500,000	$0	$0	$0	$0	$0	$0	$1,500,000
TUITION	$0	$119,520	$119,520	$119,520	$119,520	$119,520	$119,520	$717,120
TOTAL	$1,575,000	$119,520	$119,520	$119,520	$119,520	$119,520	$119,520	$2,292,120

ENROLLMENT PROJECTIONS *Note: "New Enrollment Headcount" is defined as unduplicated counts across years.*							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**6-YEAR AVERAGE**
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	40	60	60	60	60	60	56.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	40	60	60	60	60	60	56.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	20	20	20	20	20	20	20

DEGREE COMPLETION PROJECTIONS *Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.*							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	5	8	10	8	14	9

Attachment 2
Summary of Background Information

Coastal Alabama Community College
Associate of Applied Science in Advanced Manufacturing - Mechatronics

Role: The proposed program is within the instructional role for Coastal Alabama Community College (CACC).

Program Description/Objectives: The proposed AAS in Advanced Manufacturing – Mechatronics will provide a skilled talent pool for maintenance operators and maintenance technicians in the local heavy industrial mills and plants. Graduates of the program will be able to describe the relationship between voltage current, resistance, and power; identify common safety rules as they apply to the hydraulics/pneumatics systems; and describe the basic safety rules and practices for industrial process control. Coastal plans to offer hands-on courses to dual enrollment students at the new off-campus site Baldwin Preparatory Academy (BPA), a CTE high school in the Baldwin County School System.

Mode of Delivery: The proposed program will be taught in-person at Coastal's Bay Minette Campus, along with the exempt new off-campus site at Baldwin Preparatory Academy in Loxley, Alabama.

Work-Based Learning: There are no specific requirements for work-based learning in the proposed program; however, CACC actively pursues apprenticeship opportunities in collaboration with industry in all Career Technical programs.

Similar Programs: The following ACCS institutions offer short-term certificates (STCs) in Mechatronics under CIP 15.0613: Drake State Community and Technical College, Gadsden State Community College, Southern Union State Community College, and Trenholm State Community College. Jefferson State Community College currently offers a Certificate and STC (CIP 15.0000). Ten other two-year institutions offer related AAS degrees in Industrial Maintenance Technology at CIP 47.0303, along with the University of West Alabama (AAS in Industrial Maintenance). If the proposed program is approved, the proposed AAS in Mechatronics will be the only standalone AAS in Advanced Manufacturing – Mechatronics.

Relationship to Existing Offerings: The proposed program will be related to Coastal's existing AAS in Electrical and Instrumentation Technology (CIP 15.0612) and will utilize many courses from that program. Five new classes will be added to existing inventory to meet the needs of industry: ADM 101 Precision Measurement; ADM 111 Manufacturing Safety Practices; ILT 139 Introduction to Robotic Programming; INT 127 Principles of Industrial Pumps and Piping Systems; and WKO 106 Workplace Skills.

Collaboration: Administration from both Coastal Alabama and Baldwin County Career Tech and members of the Built by Baldwin FAME Chapter collaborated to design the curriculum for the proposed program. Local industries have chosen Mechatronics as the new FAME Chapter curriculum that is to begin in the fall of 2025. Coastal will offer dual enrollment courses at the new off-campus site Baldwin Preparatory Academy (BPA), a CTE high school in the Baldwin County School System.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Industry Need: The proposed program is designed to prepare graduates for employment in the following occupations:

- Industrial Machinery Mechanics (SOC 49-9041, included on the 2023-24 Statewide Demand list)
- Maintenance Workers, Machinery (SOC 49-9043)
- Maintenance and Repair Workers, General (SOC 49-9071, included on the 2023-24 Statewide Demand list)

According to the EMSI Q3 2023 Data Set of counties within a 50-mile radius of the college and growth projections for 2022-2027, there will be an increase in the number of jobs within these occupations. According to the data provided by this report, the following career options show increases in growth projections: Electro-Mechanical & Mechatronics Tech – 1.05% growth with 102 annual openings; 1828 Unique Job postings from August 2022 – July 2023. The proposal includes letters of support from the Baldwin County Public School System and Mayer Electric Supply attesting to the need for the program.

Student Demand: This program has been designed as a collaboration for dual enrollment students at the Baldwin Preparatory Academy, a public high school in Baldwin County focused on Career Technical Education (CTE), which just opened in August 2024. Career coaches from Baldwin County Schools and Coastal Alabama have met with all students and parents to discuss the curriculum and job opportunities that would be available upon completion of the Mechatronics program.

Resources and Facilities: Coastal will hire one new full-time faculty member to teach the courses in this program ($525,000 over the first seven years). Candidates must have an AAS in Electrical and Instrumentation or Mechatronics and at least three years of infield work experience.

The Baldwin County School System has finished construction on a new $75 million-dollar career high school, Baldwin Preparatory Academy, in Loxley, Alabama where some of the program's coursework will be taught. In 2022, the Alabama State Legislature allocated $3 million for training systems and other equipment needed for the new Baldwin Preparatory Academy. Of this amount, $1.5 million was allocated by the Alabama Community College System to Coastal for training systems and other start-up equipment for the new Mechatronics program, including the following: PLC Trainers, Motor Control Trainers, Mechanical Trainers, Basic AC/DC Trainers, Amatrol Smart Factory Trainers, Pump Trainers, and Process Trainers.

Program Budget: The proposal projects that $2,025,000 in new funds will be required to start the new program over the first seven years. The program is expected to generate $717,120 in tuition in that same period. Along with the legislative appropriations to support equipment costs, modest funds of $75,000 in institutional reallocations will be needed to support the program in Year 1.

Attachment 3

Coastal Alabama Community College
Associate of Applied Science in Advanced Manufacturing - Mechatronics

Course Number and Title	Number of Credit Hours	*If New Course
General Education Courses	**16**	
MTH 116 Mathematical Applications or higher	3	
ENG 101 English Composition	3	
CIS 146 Microcomputer Applications	3	
History, Social, and Behavioral Science	3	
Humanities/ Fine Art	3	
ORI 101 Orientation to College or WKO 107 Workplace Skills Preparation	1	
Program Core Courses	**45**	
ADM 101 Precision Measurement	3	*
ADM 111 Manufacturing Safety Practices	3	*
ELT 231 Introduction to Programmable Controllers	3	
ELT 232 Advanced Programmable Controllers	3	
ELT 212 Motor Controls II	3	
IET 114 Basic Electricity	3	
IET 131 Fluid Power Systems	3	
IET 122 Rotating Machinery and Controls	3	
ILT 108 Introduction to Instruments and Process Controls	3	
ILT 139 Introduction to Robotic Programming	3	*
ILT 114 Instrumentation Operation & Calibration	3	
INT 117 Principles of Industrial Mechanics	3	
INT 127 Principles of Industrial Pumps and Piping Systems	3	*
WKO 106 Workplace Skills	3	*
WKO 110 NCCER Core	3	
Total Hours Required for AAS Degree:	**61**	

DECISION ITEM: G-7

<u>Gadsden State Community College, Associate of Applied Science in Surgical Technology (CIP 51.0909)</u>

<u>Staff Presenter:</u>

Mrs. Kristan White
Academic Program Analyst

<u>Staff Recommendation:</u>

That the Commission approve the proposed Associate of Applied Science (AAS) in Surgical Technology.

The program will have the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented Fall 2024. Based on Commission policy, the proposed program must be implemented by September 1, 2026, 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 beginning in 2025-26 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

2. That the annual average number of graduates for the period 2025-26 through 2030-31 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the program will achieve, or make substantial progress toward, accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

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, including data on certification, related employment, and/or acceptance into a baccalaureate program.

Gadsden State Community College (GAD) 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, 2031.

<u>Background:</u>

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed AAS in Surgical Technology is designed to prepare graduates for employment as Surgical Technologists, included on the 2023-2024 Statewide Demand Occupations List.

2. The GAD is transitioning their existing STC in Surgical Technology (CIP 51.0909) to an associate degree program in order to meet specialized accreditation requirements through CAAHEP.

3. The proposal includes letters of support from the following partners attesting to the need for this program: Gadsden Regional Medical Center and Riverview Regional Medical Center.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. Gadsden State Community College proposal, dated May 20, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post- Implementation Monitoring," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: Gadsden State Community College							
PROGRAM: Associate of Applied Science in Surgical Technology (CIP 51.0909)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**TOTAL**
FACULTY	$80,751	$88,173	$90,668	$93,238	$95,885	$98,612	$101,420	$648,747
STAFF	$12,156	$12,520	$12,896	$13,283	$13,681	$14,092	$14,514	$93,142
EQUIPMENT	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$35,000
FACILITIES	$2,500	$0	$0	$0	$2,500	$0	$0	$5,000
LIBRARY	$2,000	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$11,000
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$9,000	$8,000	$3,000	$3,000	$3,000	$3,000	$3,000	$32,000
TOTAL	$111,407	$115,193	$113,064	$116,021	$121,566	$122,204	$125,434	$824,889

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**TOTAL**
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$125,000	$0	$0	$0	$0	$0	$0	$125,000
TUITION	$70,560	$106,848	$106,848	$106,848	$106,848	$106,848	$106,848	$711,648
TOTAL	$195,560	$106,848	$106,848	$106,848	$106,848	$106,848	$106,848	$836,648

ENROLLMENT PROJECTIONS							
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**6-YEAR AVERAGE**
FULL-TIME HEADCOUNT	Year 1 – No data reporting required	20	20	20	20	20	20	20
PART-TIME HEADCOUNT	Year 1 – No data reporting required	20	20	20	20	20	20	20
TOTAL HEADCOUNT	Year 1 – No data reporting required	40	40	40	40	40	40	40
NEW ENROLLMENT HEADCOUNT	Year 1 – No data reporting required	20	20	20	20	20	20	20

DEGREE COMPLETION PROJECTIONS							
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	18	18	18	18	18	18	18

Attachment 2
Summary of Background Information

Gadsden State Community College
Associate of Applied Science in Surgical Technology (CIP 51.0909)

Role: The proposed program is within the instructional role for Gadsden State Community College (GAD).

Program Description/Objectives: The proposed AAS in Surgical Technology is designed to prepare well-trained entry-level surgical technologists for employment as members of a surgical team in any surgical facility setting. Students will relate theoretical knowledge to the care of patients undergoing surgery and will develop skills necessary to prepare supplies, equipment, and instruments; maintain aseptic conditions; and assist surgeons with surgical procedures. Students may obtain national certification as a Surgical Technologist after successful completion of this program and upon passing the national certification examination offered through the National Board of Surgical Technology and Surgical Assisting. Employment opportunities may be attained in labor/delivery departments, inpatient/outpatient surgery centers, hospital surgery departments, physicians' offices, and central supply departments.

Mode of Delivery: The program will be delivered in-person at GAD's Ayers Campus in Anniston. The clinical education component will be competency based with a minimum number of hours to complete.

Work-Based Learning: Students will be required to complete three practicum courses (a total of 13 credit hours), which will place students in a supervised job setting.

Similar Programs: The following institutions offer a CAAHEP-accredited AAS in Surgical Technology with the same CIP 51.0909: Bevill State Community College, Calhoun Community College, Southern Union State Community College, and Wallace Community College – Dothan.

Relationship to Existing Offerings: GAD currently offers a 28-hour STC in Surgical/Operating Room Technology (51.0909), and the proposed AAS will expand the existing curriculum to a standalone degree program. If the AAS is approved, GAD plans to close the existing STC program.

Admissions: The program will have competitive admissions similar to GAD's other allied health programs. This will be a point system based on high school or college grades, points for any completed general education courses, and points for attending an information session.

Specialized Accreditation: Updated accreditation guidelines from the Commission on Accreditation of Allied Health Education Programs (CAAHEP) require that Surgical Technology programs be delivered at the associate level or higher. GAD's existing short-term certificate program must transition to the associate level to maintain its specialized accreditation.

Professional Certification/Licensure: Graduates of the proposed program will be eligible to sit for national certification through the National Board of Surgical Technology and Surgical Assisting. While certification may be required by an employer, the State of Alabama does not require registration, certification, or licensure of surgical technologists.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Industry Need: The proposed program is designed to prepare graduates for employment as Surgical Technologists (SOC 29-2055), which is included on the 2023-2024 Statewide Demand Occupations list and estimates an average 700 job opening per year for this occupation. In addition, the proposal included letters of support from the following local healthcare partners: Riverview Regional Medical Center, Gadsden, AL; and Gadsden Regional Medical Center, Gadsden, AL.

Student Demand: GAD's existing STC in Surgical Technology routinely admits 24 students twice a year. The revised AAS degree will have one annual admission date and only admit 20 students.

Resources and Facilities: The short-term certificate program currently has one full-time program director/faculty member for the program and .25 clerical support that will transfer to the degree program. GAD plans to hire one part-time faculty member to teach Spring courses. GAD has budgeted $741,889 to cover all faculty and administrative support over the first seven years. GAD has also included the following projected expenses on its budget:

- Facilities - $5,000 for more expensive items that need to be periodically replaced due to new technologies (e.g., IV monitor).

- Equipment - $35,000 for disposable and non-disposable items used in a surgical suite (e.g., gloves, gowns, caps, masks, surgical instruments, surgical kits).

- Library- $11,000 for books and electronic resources specific to surgical technology to assure students can do research specific to their area of interest.

- Other - $32,000 for higher end pieces of equipment that may need to be added to the program if grant monies are not secured. If grant monies are secured, this $32,000 will be reduced to zero.

Program Budget: Although the program has laboratory resources to support the program, the GAD has submitted a grant application for $178,000 through Northeast Alabama Works to enhance/replace older equipment. Although not assured, Health Sciences has received the full amount for almost all requests in the past three years. If the funding is not received, the College has the resources to support student learning, as the certificate program has been in existence since 1999. Over the implementation period, the program will require $824,889 in new funds and $125,000 in year one of external funding. It is expected to generate $711,648 through tuition over the same period.

Attachment 3

Gadsden State Community College
Associate of Applied Science in Surgical Technology

Course Number and Title	Number of Credit Hours	*If New Course
General Education Courses	**29**	
MTH 100 Intermediate College Algebra or higher	3	
PSY 200 General Psychology	3	
ORI 110 Freshman Seminar	1	
HPS 105 Medical Terminology	2	
ENG 101 English Composition I	3	
PSY 210 Human Growth and Development	3	
BIO 201 Human Anatomy and Physiology I	4	
BIO 202 Human Anatomy and Physiology II	4	
SPH 106 Fundamentals of Oral Communication or SPH 107 Fundamentals of Public Speaking	3	
Humanities and Fine Arts Elective	3	
Program Core Courses	**33**	
SUR 100 Principles of Surgical Technology	5	*
SUR 102 Applied Surgical Techniques	4	
SUR 103 Surgical Procedures	5	
SUR 104 Surgical Practicum I	4	WBL
SUR 107 Surgical Anatomy and Pathophysiology	3	*
SUR 108 Pharmacology for the Surgical Technologist	2	*
SUR 105 Surgical Practicum II	5	* WBL
SUR 106 Role Transition in Surgical Technology	1	*
SUR 204 Surgical Practicum III	4	* WBL
Total Hours Required for AAS Degree	**62**	

WBL indicates that the program includes work-based learning.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

DECISION ITEM: G-8

Trenholm State Community College, Associate of Applied Science in Data Analytics (CIP 11.0103)

Staff Presenter:

Mrs. Kristan White
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Associate of Applied Science (AAS) in Data Analytics.

The program will have the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented Spring 2025. Based on Commission policy, the proposed program must be implemented by January 1, 2027, 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 beginning in 2026-27 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

2. That the annual average number of graduates for the period 2026-27 through 2031-32 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

3. That the existing AAS in Computer Science (CIP 11.0101) will maintain viability, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).

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, including data on related employment and/or acceptance into a baccalaureate program.

Trenholm State Community College (TRE) 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, 2032.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed AAS in Data Analytics is designed to prepare graduates for entry-level employment as business intelligence analysts and related jobs, or for bachelor's-level study in a related field.

2. TRE's existing AAS in Computer Science has been one of the top three enrolling programs over the last three years. TRE plans to leverage existing courses and resources to minimize start-up costs for the Data Analytics program.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. Trenholm State Community College proposal, dated May 9, 2024. 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.

6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post- Implementation Monitoring," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: Trenholm State Community College							
PROGRAM: Associate of Applied Science in Data Analytics (CIP 11.0103)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
FACULTY	$0	$6,144	$6,144	$6,144	$6,144	$6,144	$6,144	$36,864
STAFF	$0	$0	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
ASSISTANTSHIPS	$0	$0	$0	$0	$0	$0	$0	$0
OTHER	$500	$0	$0	$0	$0	$0	$0	$500
TOTAL	$500	$6,144	$6,144	$6,144	$6,144	$6,144	$6,144	$37,364

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$50,715	$50,715	$65,205	$79,695	$94,185	$108,675	$123,165	$572,355
TOTAL	$50,715	$50,715	$65,205	$79,695	$94,185	$108,675	$123,165	$572,355

ENROLLMENT PROJECTIONS							
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 – No data reporting required	6	8	8	9	9	10	8.3
PART-TIME HEADCOUNT	Year 1 – No data reporting required	10	12	12	12	12	12	11.7
TOTAL HEADCOUNT	Year 1 – No data reporting required	16	20	20	21	21	22	20
NEW ENROLLMENT HEADCOUNT	Year 1 – No data reporting required	8	13	13	14	14	15	12.8

DEGREE COMPLETION PROJECTIONS							
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.							
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	6	8	10	10	7.5

Attachment 2
Summary of Background Information

Trenholm State Community College
Associate of Applied Science in Data Analytics

Role: The proposed program is within the instructional role for Trenholm State Community College (TRE).

Program Description/Objectives: The proposed AAS in Data Analytics is designed to equip students with the skills necessary to analyze, interpret, and visualize data in a variety of professional settings. Curriculum will include courses in statistics, programming, data management, and data visualization that will provide students with a solid foundation in the key concepts and techniques used in the field of data analytics. Students will be able to pursue internships that will provide them with the opportunity to apply their knowledge and skills in a professional environment. Graduates will be prepared for studies at the baccalaureate level or for entry-level employment in jobs such as data technician, operations analyst, or business intelligence analyst.

Mode of Delivery: The curriculum will be offered in in-person, hybrid, and online formats. In-person courses will be offered on-campus at the College's Patterson Site.

Work-Based Learning: The proposed AAS program will provide students with a comprehensive curriculum in introductory data analytics and computer science courses. Students will learn how to identify, analyze, and interpret data from a wide variety of sources and industries. They will also be required to complete an internship (CIS 284) or capstone course (CIS 294). The internship will provide students with hands-on experiences in the field with a workforce partner. The capstone course will require students to demonstrate a culmination of the skills and knowledge acquired throughout the student's matriculation to address a real-world data problem.

Similar Programs: Currently, no institutions in Alabama offer a Data Analytics program at the associate level.

Relationship to Existing Offerings: Trenholm currently offers an AAS in Computer Information Systems (CIP 11.0101). Some existing CIS courses will be shared with the data analytics program, and four new courses will be developed. The proposed program may draw some students away the existing program. In addition, TRE plans to offer two new STCs to accompany the AAS program.

Specialized Accreditation: No specialized accreditation is available for two-year programs in data analytics.

Public Review: The revised program proposal was posted on the Commission website from July 12, 2024 to July 31, 2024 (twenty days) for public review and comments. No comments were received.

Industry Need: The proposed program is designed to prepare graduates for entry-level employment as Business Intelligence Analysts (SOC 15-2051.01) or Data Warehousing Specialists (CIP 15-1243.01), or for further study at the baccalaureate level, leading to a career as a Data Scientist (SOC 15-2051.00) or related occupation.

Student Demand: The Computer Information Systems program has been one of the top three enrollment programs at Trenholm for the past three years, with an average enrollment of 179 students. TRE also conducted an interest survey to determine student interest in data analytics. Respondents indicated the following: 31% of currently enrolled students are familiar with the field of data analytics; 52% were interested in learning more about academic opportunities; 25% indicated they were interested in learning more about business intelligence, 24% in data visualization, 14% in statistical analysis, and 13% in data mining.

Program Budget: The College expects to spend $36,864 to add one new part-time faculty member and cover $500 in Year 1 accreditation expenses. Over the implementation period, the program is expected to generate $572,355 through tuition.

Attachment 3

Trenholm State Community College
Associate of Applied Science in Data Analytics

Course Number and Title	Number of Credit Hours	*If New Course
General Education Courses	**24**	
MTH 100 Intermediate College Algebra	3	
MTH 112 Pre-Calculus Algebra	3	
MTH 265 Introduction to Statistics	3	
ART 100, MUS 101, PHL 102, REL 151, REL 152. SPH 106, or SPH 107	3	
ECO 232 Principles of Microeconomics	3	
ENG 101 English Composition I	3	
ENG 102 English Composition II	3	
ECO 231, HIS 101, HIS 102, HIS 121, HIS 122, HIS 201, HIS 202, PSY 200, PSY 210, SOC 200, POL 200, or POL 211	3	
Program Courses	**43**	
ORI 101 Orientation to College	1	
CIS 117 Database Management Software	3	
CIS 146 Microcomputer Applications	3	
CIS 149 Introduction to Computers	3	
CIS 152 Introduction to Data Manipulation	3	*
CIS 201 Introduction to Computer Programming Concepts	3	
CIS 210 Introduction to R Programming	3	*
CIS 222 Database Management System	3	
CIS 225 Intro to SQL Programming	3	
CIS 240 AWS Data Engineering I	3	*
CIS 253 Introduction to Data Visualization	3	*
CIS 238 AWS Cloud Computing	3	
CIS 235 Data Analytics I	3	
CIS 281 System Analysis & Design	3	
CIS 284 Internship or CIS 294 Special Topics (Capstone Course)	3	WBL
Total Hours Required for Degree	**67**	

WBL indicates that the program includes work-based learning.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-1   Distribution of 2024-2025 Alabama Student Assistance
Program (ASAP) Funds

Staff Presenter: Mrs. Takena V. Jones
Grants and Scholarships Associate

Staff Recommendation: For information only.

Background: Due to the elimination of the Federal Leveraging
Educational Assistance Partnership (LEAP) Program,
the Alabama Student Assistance Program (ASAP) is
funded through state appropriations only.

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

The ASAP distribution schedule used for the ASAP
complies with the procedure outlined in the Alabama
Student Assistance Program Regulations and
Commission policy approved on August 21, 1987.
Following these guidelines, ACHE staff has compiled the
2024-2025 ASAP Distribution Schedule.

Because most institutions in Alabama have converted
from the quarter to the semester system, there will be
insufficient funds in January to process second term
payments – the normal time for making second term
payments. For this reason, second term payments
cannot be made until July, 2025 – well after the
completion of the second semester.

Supporting Documentation: 1. ASAP distribution policy approved by the
Commission on August 21, 1987 (available upon
request).

2. 2024-2025 Alabama Student Assistance Program
Institutional Distribution of State Funds. Attached.

2024-2025 ALABAMA STUDENT ASSISTANCE PROGRAM					
INSTITUTIONAL DISTRIBUTION OF STATE FUNDS					
	Relative State	% Religion	% Out-of-State	Adjusted State	ASAP
Institution	Need	Majors	Students	Need	FY 24 Funding
Alabama A&M University	3.657490%	0.000000%	41.200000%	2.150604%	336,574
Alabama State University	2.459434%	0.000000%	48.600000%	1.264149%	226,325
Amridge University	0.000000%	19.000000%	43.000000%	0.000000%	5,000
Athens State University	1.559922%	0.200000%	6.000000%	1.466514%	143,549
Auburn University	7.820954%	0.000000%	46.600000%	4.176389%	719,709
Auburn University at Montgomery	1.926521%	0.000000%	29.100000%	1.365903%	177,284
Bevill State Community College	1.174218%	0.000000%	3.000000%	1.138991%	108,055
Bishop State Community College	1.410670%	0.000000%	3.710000%	1.358334%	129,814
Calhoun Community College	2.806300%	0.000000%	3.450000%	2.709483%	258,244
Central Alabama Community College	0.620963%	0.000000%	2.000000%	0.610344%	57,143
Chattahoochee Valley Community College	0.799720%	0.000000%	17.800000%	0.657370%	73,593
Coastal Alabama Community College	2.588325%	0.000000%	8.000000%	2.381259%	238,186
Drake State Community and Technical College	0.554981%	0.000000%	0.007000%	0.554943%	51,071
Enterprise State Community College	0.799200%	0.000000%	3.890000%	0.768111%	73,545
Faulkner University	1.363130%	2.660000%	21.590000%	1.076659%	125,439
Gadsden State Community College	2.195509%	0.000000%	2.200000%	2.147208%	202,038
Herzing University Birmingham	0.781130%	0.000000%	11.100000%	0.694425%	71,882
Huntingdon College	0.799453%	3.110000%	29.240000%	0.572963%	73,568
Jacksonville State University	3.652594%	0.000000%	3.380000%	3.529136%	336,123
Jefferson State Community College	2.873248%	0.047000%	3.000000%	2.787091%	264,405

2024-2025 ALABAMA STUDENT ASSISTANCE PROGRAM

INSTITUTIONAL DISTRIBUTION OF STATE FUNDS

Institution	Relative State Need	% Religion Majors	% Out-of-State Students	Adjusted State Need	ASAP FY 24 Funding
Lawson State Community College	2.018326%	0.000000%	1.900000%	1.979978%	185,733
L.B. Wallace State Community College	0.738280%	0.000000%	4.000000%	0.708749%	67,939
Miles College	1.070724%	0.000000%	32.000000%	0.728092%	98,531
Northeast Alabama State Community College	0.923804%	0.050000%	2.140000%	0.904044%	85,011
Northwest-Shoals Community College	1.133625%	0.000000%	1.000000%	1.122289%	104,320
Oakwood College	0.876997%	5.000000%	81.000000%	0.202148%	80,704
Reid State Technical College	0.248354%	0.000000%	4.000000%	0.238420%	22,854
Samford University	3.532288%	2.390000%	73.460000%	0.999485%	325,052
Shelton State Community College	1.645833%	0.000000%	5.140000%	1.561237%	151,455
Snead State Community College	0.756501%	0.070000%	7.660000%	0.698594%	69,616
South University	0.657562%	1.200000%	1.200000%	0.649765%	60,511
Southern Union State Community College	1.485878%	0.000000%	7.810000%	1.369831%	136,735
Spring Hill College	0.508104%	0.450000%	55.880000%	0.225453%	46,757
Stillman College	0.553653%	0.400000%	31.000000%	0.382707%	50,949
Talladega College	0.459152%	0.000000%	58.000000%	0.192844%	42,253
Trenholm State Community College	1.281061%	0.000000%	0.009000%	1.280946%	117,887
Troy University	7.155618%	0.000000%	39.000000%	4.364927%	658,482
Tuskegee University	2.185020%	0.000000%	74.000000%	0.568105%	201,072
United States Sports Academy	0.000000%	0.000000%	86.000000%	0.000000%	5,000
University of Alabama	11.467091%	0.000000%	58.320000%	4.779483%	1,055,237
University of Alabama at Birmingham	5.445354%	0.000000%	27.000000%	3.975109%	501,098
University of Alabama Huntsville	2.040354%	0.000000%	24.300000%	1.544548%	187,760

2024-2025 ALABAMA STUDENT ASSISTANCE PROGRAM
INSTITUTIONAL DISTRIBUTION OF STATE FUNDS

Institution	Relative State Need	% Religion Majors		% Out-of-State Students	Adjusted State Need	ASAP FY 24 Funding
University of Mobile	0.693824%	4.000000%		6.000000%	0.653859%	63,848
University of Montevallo	0.922996%	0.000000%		14.500000%	0.789162%	84,937
University of North Alabama	1.826021%	0.000000%		27.400000%	1.325691%	168,036
University of South Alabama	3.656364%	0.000000%		33.900000%	2.416857%	336,470
University of West Alabama	1.964781%	0.000000%		16.000000%	1.650416%	180,805
Wallace State Community College - Dothan	1.989546%	0.000000%		6.700000%	1.856246%	183,084
Wallace State Community College - Hanceville	2.191770%	0.010600%		1.700000%	2.154514%	201,693
Wallace State Community College - Selma	0.727360%	0.000000%		0.900000%	0.720814%	66,934
	1.000000					

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-2 <u>Implementation of For-Credit Non-Degree Certificate Programs</u>

Staff Presenter: Ms. Lakerri Gill
Credential Registry Specialist

Staff Recommendation: For information only.

Background: According to the Commission's Administrative Code, Rule §300-2-1.06 ("Reasonable Extensions and Alterations of Existing Programs of Instruction"), for-credit non-degree certificates fall under the Commission's responsibility to consider reasonable extensions and alterations of existing programs of study, since it is assumed that institutions will develop and deliver new for-credit non-degree programs using existing personnel, equipment, facilities, and other resources. Furthermore, review of new for-credit non-degree program offerings is necessary to ensure that the Commission maintains an accurate and comprehensive list of program offerings in its Academic Program Inventory.

Commission regulations state that institutions must notify the Commission before delivering instruction for new for-credit non-degree certificates, though institutions may begin advertising new non-degree programs once notification has been received by ACHE staff. In accordance with these regulations, the following institutions have sent notifications regarding the development of new non-degree programs indicated, with further details in the attached summary:

<u>Four-Year Institutions</u>

Athens State University

- Graduate Certificate in Elementary Mathematics Coaching (CIP 13.1399, Level 6)

Auburn University

- Post-Master's Certificate in Healthcare Simulation (CIP 51.3202, Level 8)

Auburn University at Montgomery

- Certificate in Speech and Hearing Sciences (CIP 51.0204, Level 1b)

Jacksonville State University

- Graduate Certificate in Public Administration (CIP 44.0401, Level 6)

The University of Alabama

- Post-Baccalaureate Certificate in Youth Literature and Services (CIP 25.0102, Level 6)

University of Alabama at Birmingham

- Graduate Certificate in Addictions Nursing (CIP 51.1501, Level 8)

- Graduate Certificate in Nurse Leadership in Population Health (CIP 51.3811, Level 8)

- Graduate Certificate in Occupational Health Nursing (CIP 51.3815, Level 8)

University of South Alabama

- Post-Baccalaureate Certificate in Geographic Information Systems (CIP 45.0701, Level 6)

Two-Year Institutions

Coastal Alabama Community College

- Short-Term Certificate in Advanced Manufacturing – Mechatronics (CIP 15.0407, Level 1b)

- Short-Term Certificate in Phlebotomy (CIP 51.1009, Level 1b)

Enterprise State Community College

- Short-Term Certificate in Automotive Technology (CIP 47.0604, Level 1b)

- Short-Term Certificate in EKG Technician (CIP 51.0902, Level 1b)

- Short-Term Certificate in Phlebotomy Technician (CIP 51.1009, Level 1b)

Northeast Alabama Community College

- Short-Term Certificate in Music Technology (CIP 50.0913, Level 1b)

Trenholm State Community College

- Short-Term Certificate in Data Analytics I (CIP 11.0103, Level 1b)

- Short-Term Certificate in Data Analytics II (CIP 11.0103, Level 1b)

- Short-Term Certificate in Entrepreneurship Essentials (CIP 52.0201, Level 1b)

<u>Supporting Documentation:</u>

1. Summary of New For-Credit Non-Degree Certificate Programs, attached.

2. "Reasonable Extensions and Alterations of Existing 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.

Attachment 1

Summary of New For-Credit Non-Degree Certificate Programs

FOUR-YEAR INSTITUTIONS

ATHENS STATE UNIVERSITY (ATSU)

Graduate Certificate in Elementary Mathematics Coaching (CIP 13.1399, Level 6)

Offered by the Department of Elementary, Early Childhood, and Inclusive Studies within the College of Education, the Graduate Certificate in Elementary Mathematics Coaching (EMC) is designed for individuals pursuing the Mathematics Coaching Endorsement on their Alabama Teaching Certificate. It is geared to supplement students' content and pedagogical skills with coaching program knowledge, advanced instruction in elementary-level mathematics, adult learning principles, and an understanding of the role of school-based mathematics coaches. Students pursuing the mathematics coaching endorsement certificate must be current holders of a valid teaching certificate and otherwise meet state eligibility requirements for a mathematics coaching position. This program requires field experience in a real-world teaching environment and at least three years of experience as an elementary, special education, or early childhood education teacher. This is not an initial certification program. Elementary Mathematics Coaching Graduate Certificate extends the following undergraduate programs: The Bachelor of Science in Education in Elementary Education K-6, the Bachelor of Science in Elementary/Collaborative Education K-6, and the Bachelor of Science in Early Childhood Education P-3. The proposed delivery format is face-to-face and online. This certificate requires 12 credit hours.

AUBURN UNIVERSITY (AU)

Post-Master's Certificate in Healthcare Simulation (CIP 51.3202, Level 8)

Offered by the Department of Nursing within the College of Nursing, the Post-Master's Certificate in Healthcare Simulation provides the essential components of simulation as a teaching strategy for healthcare educators. The program enables learners to use evidence-based principles and best practices to facilitate learning in the simulation environment. The Alabama Board of Nursing is mandating nurse educators who work in simulation to demonstrate continued expertise and competence in the use of simulation through education in healthcare simulation. There is currently a lack of formal simulation education and training opportunities in Alabama. The proposed Simulation Certificate Program will meet this need. The certificate program is open to nursing and non-nursing students as the foundational concepts of simulation apply to any healthcare program implementing simulation. The proposed delivery format is 80% hybrid instruction. This certificate requires 10 credit hours.

AUBURN UNIVERSITY AT MONTGOMERY (AUM)

Certificate in Speech and Hearing Sciences (CIP 51.0204, Level 1b)

Offered by the Department of Communication Disorders within the College of Nursing and Health Sciences, the Certificate in Speech and Hearing Sciences is designed for students already holding bachelor's degrees who desire to complete the prerequisite coursework necessary for admission into graduate programs in Speech-Language Pathology, Audiology, Communications Disorders, and related disciplines. All certificate coursework is at the upper-division undergraduate level. In order to increase enrollment pipelines for AUM's MS in Speech Language Pathology (CIP 51.0204), the certificate will be offered in an online, self-paced format, with multiple starts per-year. This certificate requires 12 to 20 credit hours, depending on each student's prior preparation.

JACKSONVILLE STATE UNIVERSITY (JSU)

Graduate Certificate in Public Administration (CIP 44.0401, Level 6)

Offered by the Department of Emergency Management and Public Administration within the College of Social and Behavioral Sciences, the Graduate Certificate in Public Administration is designed for public and non-profit sector administrators who desire to expand their knowledge base but do not wish to pursue a formal master's program. The Certificate in Public Administration will provide tools for working in a leadership capacity in many public and private sector jobs, as well as in the nonprofit sector. Careers that utilize skills learned in the program are often in management, logistics, administration, policymaking, and in federal, state, and local governments. This certificate will also provide a solid foundation for students who wish to continue their education in the political science field, as it is the applied science of the discipline. Individuals must have a bachelor's degree from a regionally accredited institution to be eligible to enter the certificate program. The proposed delivery format is 100% online. This certificate requires 12 credit hours.

THE UNIVERSITY OF ALABAMA (UA)

Post-Baccalaureate Certificate in Youth Literature and Services (CIP 25.0102, Level 6)

Offered by the Department of Library and Information Studies within the School of Communication and Information Sciences, the Post-Baccalaureate Certificate in Youth Literature and Services prepares students to examine and mediate the production, utilization, dissemination, preservation, and implications (social impacts) of information on our ever-changing world to address real-world challenges. This certificate is being developed in response to the growing need in libraries and other educational settings to have dedicated professionals with knowledge and skills related to supporting the informational and literacy needs of children, tweens, teens, and young adults. The certificate is designed to train individuals to serve the diverse literacy needs of youth through culturally responsive, age-appropriate print and digital materials and literacy programming. The proposed delivery format is 100% online. This certificate requires 15 credit hours.

UNIVERSITY OF ALABAMA AT BIRMINGHAM (UAB)

Graduate Certificate in Addictions Nursing (CIP 51.1501, Level 8)

Offered by the School of Nursing, the Graduate Certificate in Addictions Nursing is a standalone program that will prepare advanced practice registered nurses (APRNs) with the knowledge and skills required to manage the care of patients with addictions. The Certificate in Addictions Nursing offers didactic experiences to expand knowledge and skills to prepare APRNs caring for patients experiencing substance abuse and misuse across the lifespan, including patients exposed to substances such as the developing fetus, infants, and pediatric patients. Only graduate nursing students and advanced practice registered nurses holding an MSN, DNP, or PhD will be considered for admission. A minimum cumulative GPA of 3.0 or higher is required for admission The proposed delivery format is 100% online. This certificate requires 15 credit hours.

Graduate Certificate in Nurse Leadership in Population Health (CIP 51.3811, Level 8)

Offered by the School of Nursing, the Graduate Certificate in Nurse Leadership in Population Health is a growing focus in healthcare, specifically with nursing practice. Evidence indicates the need to connect determinants of health, population-based indicators, and the influence of populations to improve health outcomes. Postgraduate advanced practice registered nurses (APRNs) seeking to enhance clinical nursing skills in population health lack available post-graduate certificate options to augment their knowledge and skills. Currently, population health nurses in leadership roles are not required to obtain certification to practice. This certificate option is designed to prepare APRNs to meet population-specific

needs within the health system and community. Advanced-level nurses completing the certificate will be better skilled for roles in nursing leadership, community health initiatives, public health initiatives, disease management and prediction, school nursing, and pandemic/epidemic health responses. The proposed delivery format is 100% online. This certificate requires 15 credit hours.

Graduate Certificate in Occupational Health Nursing (CIP 51.3815, Level 8)

Offered by the School of Nursing, the Graduate Certificate in Occupational Health Nursing is designed to prepare nurses with the knowledge to oversee emergency preparation and implement disaster management plans. Nurses completing the Occupational Health Nursing Certificate will be skilled to prepare for mass casualty events, infectious disease epidemics, and other public health crises. Currently, occupational health nurses are not required to obtain certification to practice. However, there is an optional certification examination available. Nurses who complete the optional certification examination may recognize themselves as Certified Occupational Health Nurses (COHN). The COHN certification examination is offered through the American Board for Occupational Health Nurses, Inc. Occupational health work experience is required for nurses to be eligible. The proposed delivery format is 100% online. This certificate requires 15 credit hours.

UNIVERSITY OF SOUTH ALABAMA (USA)

Post-Baccalaureate Certificate in Geographic Information Systems (CIP 45.0701, Level 6)

Offered by the Department of Earth Science within the College of Arts and Sciences, the Post-Baccalaureate Certificate in Geographic Information Systems (GIS) will provide the means for students to indicate their qualifications in a skill set that is in high demand in urban planning, environmental-related careers, business, criminal justice, and anthropology, among others. It will also strongly enhance their competitiveness, given the explosive growth of the use of GIS in fields outside of Geography and Earth Sciences. The Graduate Certificate in GIS is designed to teach students spatial and temporal analytical skills and visual methods to illustrate patterns and trends in different disciplines. The proposed delivery format is face-to-face. This certificate requires 12 credit hours.

TWO-YEAR INSTITUTIONS

COASTAL ALABAMA COMMUNITY COLLEGE (CACC)

Short-Term Certificate in Advanced Manufacturing -- Mechatronics (CIP 15.0407, Level 1b)

Advanced Manufacturing -- Mechatronics is a program that prepares individuals to apply technical knowledge and skills for Maintenance Technician Helpers and Process Technician Helpers in local heavy industrial mills and plants. The short-term certificate program includes instructions in safety rules, precision measurements, basic electricity, fluid power systems, and the principles of industrial mechanics. The proposed delivery format is face-to-face instruction. This certificate requires 18 credit hours.

Short-Term Certificate in Phlebotomy (CIP 51.1009, Level 1b)

The Phlebotomy program is designed to equip individuals with the skills necessary to become a vital part of the healthcare team. The primary responsibility of a phlebotomist is to collect blood specimens from patients for diagnostic testing, performed under the supervision of physicians to aid in the diagnosis and treatment of illnesses. The program covers essential topics, such as basic vascular anatomy and physiology, blood physiology, techniques for skin puncture and venipuncture, venous specimen collection and handling, safety and sanitation protocols, and relevant standards and regulations. Completing this program can also serve as a stepping stone to careers in Medical Assisting, Medical Laboratory Technology, and other allied health professions. The proposed delivery format is a combination of face-to-face and 50% online. This certificate requires 9 credit hours.

ENTERPRISE STATE COMMUNITY COLLEGE (ENT)

Short-Term Certificate in Automotive Technology (CIP 47.0604, Level 1b)

The Automotive Technology Certificate program is designed to provide students with foundational skills and knowledge in automotive repair and maintenance. This program focuses on the core aspects of automotive technology, including engine performance, brake systems, electrical systems, and vehicle diagnostics. Through hands-on training and classroom instruction, students will develop the technical expertise needed to pursue entry-level positions in the automotive industry. Upon completion, graduates will be prepared to work in various automotive service and repair facilities. The proposed delivery format is face-to-face. This certificate requires 18 credit hours.

Short-Term Certificate in EKG Technician (CIP 51.0902, Level 1b)

The EKG Technician program will provide Individuals with an overview of cardiovascular electrophysiology and its role in health care delivery. Topics include cardiovascular anatomy, physiology and electrophysiology, interpretation of rhythm strips and diagnostic electrocardiography (EKG). Individuals should be able to secure an EKG tracing, troubleshoot problems with the acquisition of an EKG tracing, and interpret simple EKG rhythm strips. The short-term certificate program includes instruction in medical terminology and clinical procedures. The proposed delivery format is face-to-face. This certificate requires 9 credit hours.

Short-Term Certificate in Phlebotomy Technician (CIP 51.1009, Level 1b)

Phlebotomy Technician is a program where individuals will learn about drawing blood from patients and blood donors, evaluating patients' ability to withstand the procedure, and helping them feel comfortable. Individuals will also be introduced to performing basic point-of-care testing, such as reading blood glucose levels and preparing blood, urine, and other specimens for testing, along with maintaining medical equipment such as needles, test tubes, and blood vials. The short-term certificate program includes instruction in medical terminology, along with laboratory procedures and clinical practice. The proposed delivery format is face-to-face. This certificate requires 12-15 credit hours.

NORTHEAST ALABAMA COMMUNITY COLLEGE (NEC)

Short-Term Certificate in Music Technology (CIP 50.0913, Level 1b)

The Music Technology Program will support the college's fine arts and music initiative in existing programs and serve as a recruiting platform designed to draw more individuals into the craft area. The college's service area comprises many religious congregations that need musically trained individuals to serve in various roles. The premise of this short-term certificate is to provide a new entry point for students interested in music careers and to meet local employment and services needed by the community. The program includes Survey of Popular Music, Basic Musicianship, Introduction to Commercial Music, Recording Techniques, and Audio Engineering Fundamentals. The proposed delivery format is face-to-face instruction. This certificate requires 17 credit hours.

TRENHOLM STATE COMMUNITY COLLEGE (TRE)

Short-Term Certificate in Data Analytics I (CIP 11.0103, Level 1b)

Data Analytics I is designed to equip learners with introductory skills in the rapidly evolving field of data analytics. This program includes a series of courses that provide a solid foundation in key data analytics areas, including data manipulation, data analytics, programming, and cloud computing. The short-term certificate program includes instructions in Introduction to Statistics, Introduction to Computers, Database Management, and Introduction to Computer Programming. The proposed delivery format is hybrid with more than 50% online. This certificate requires 24 credit hours.

Short-Term Certificate in Data Analytics II (CIP 11.0103, Level 1b)

This short-term certificate (STC) in Data Analytics II is an essential program for individuals looking to pursue a career in data analytics. With an increasing amount of information being generated every day and the significant growth of AI, there is a growing demand for professionals who can analyze, interpret, and present data. This STC will service as one of two stackable credentials in the AAS in Data Analytics. Students will take courses in programming languages (R and SQL), as well as in system analysis. This program can assist in upskilling individuals who are currently employed in related fields. This STC requires 12 credit hours and will be delivered in a hybrid format with more than 50% online.

Short-Term Certificate in Entrepreneurship Essentials (CIP 52.0201, Level 1b)

The Entrepreneurship Essentials short-term certificate program is designed to equip aspiring entrepreneurs with fundamental skills and knowledge in this area of business. This program will equip individuals with tools and techniques for generating innovative business ideas; enhancing communication skills for effective collaboration in business; and managing personnel. The proposed delivery format is face-to-face and hybrid, with more than 50% online. This certificate requires 15 credit hours.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-3   Changes to the Academic Program Inventory

Staff Presenter: Ms. Lakerri Gill
                            Credential Registry Specialist

Staff Recommendation: For information only.

Background: Alabama Administrative Code §300-2-1-.06 ("Reasonable
                            Extensions and Alterations of Existing Instruction") provides that
                            an institution may make certain substantive modifications to its
                            program offerings so long as the Commission is notified before
                            the change is implemented. Most changes to the Academic
                            Program Inventory are considered substantive -- requiring
                            notification, provided that no changes in program requirements,
                            content, or objectives are made.

                            For existing degree programs, such changes include the
                            following: updates in award nomenclature, except for doctoral
                            degrees, which require Commission approval for nomenclature
                            changes; updates to program titles or Classification of
                            Instructional Program (CIP) Codes, provided that the new title or
                            CIP Code replaces an earlier designation; and changes to
                            program status, including placing programs on inactive or
                            deleted status.

                            For existing for-credit non-degree certificate programs, the
                            following changes are considered substantive -- requiring
                            notification and are primarily intended to ensure that the
                            Academic Program Inventory remains current: updates to CIP
                            Codes, changes in certificate award level, and changes to
                            program status.

                            ACHE staff has reviewed documentation submitted by
                            institutions for updates to their Academic Program Inventory and
                            determined that the changes summarized below are substantive
                            – requiring notification and do not require Commission approval.

Supporting Documentation: 1. Summary of Changes to Existing Degree Programs,
                                attached.

                            2. Summary of Changes to Existing For-Credit Non-Degree
                                Certificate Programs, attached.

                            3. Academic Program Inventory. Available on the
                                Commission's Website: www.ache.edu.

                            4. "Reasonable Extensions and Alterations of Existing Programs
                                of Instruction," Ala. Admin. Code (Commission on Higher
                                Education), r. 300-2-1.06. Available upon request.

                            5. Written unpublished documentation provided by the
                                institutions. Available upon request.

Attachment 1

Summary of Changes to Existing Degree Programs

A. Changes in Award Nomenclature, Program Title, or CIP Code

The following changes in award nomenclature, program title, or CIP Code represent no changes in program requirements, content, and objectives and are recommended as information items. The existing record in the Academic Program Inventory appears on top with strikethrough text, with the updated record on the bottom.

Institution	Nomenclature	Program Title	CIP
Auburn University	MEng	~~General Engineering~~ Engineering	14.0101
Auburn University at Montgomery	~~M.Ed.~~ M.Ed./M.A.Ed	Special Education and Teaching	13.1001
Auburn University at Montgomery	~~M.Ed.~~ M.Ed./M.A.	Counselor Education/School Counseling and Guidance Services	13.1101
Auburn University at Montgomery	~~M.Ed.~~ M.Ed./M.A.Ed	Elementary Education and Teaching	13.1202
Auburn University at Montgomery	~~M.Ed.~~ M.Ed./M.A.Ed	Secondary Education and Teaching	13.1205
Auburn University at Montgomery	~~M.Ed.~~ M.Ed./M.A.Ed./M.S.	Exercise Science and Kinesiology	31.0505
Auburn University at Montgomery	MBA MBA	~~Business and Management, General~~ Business Administration	~~52.0101~~ 52.1399
University of Alabama at Birmingham	MS	~~Physician Assistant Studies~~ Physician Associate Studies	51.0912
University of Alabama at Birmingham	~~MCEM~~ MEngCEM	Construction Engineering Management	14.3301

B. Changes in Program Status

Institutions may change the status of existing degree programs within the Academic Program Inventory with prior notification to the Commission. When a program's status is changed from active to deleted or to inactive, an institution may teach out the students who have already matriculated into the program, but no new students can be enrolled. For inactive status, a program must be considered viable prior to the status change, and the institution has five years to reinstate the program to active status, after which time the program will be marked as deleted. An institution may not reactivate a deleted program without Commission approval.

Four-Year Institutions

- Auburn University, BS in Animal Sciences (CIP 01.0901) – Inactivation of Equine Science Option Requested

- Auburn University, BS in Industrial Design Studies (CIP 50.0499) – Inactivation Requested

- Auburn University at Montgomery, PhD in Public Administration and Public Policy (CIP 45.1099) – Deletion Requested

- The University of Alabama, LLM in Law (Concentrations in Business Transactions and Taxation) (CIP 22.0211) – Inactivation Requested

- The University of Alabama, JM in Taxation (CIP 22.0211) – Deletion Requested

- University of Alabama in Huntsville, MAcc in Accounting (CIP 52.0301) – Inactivation Requested

- University of North Alabama, AS in Hospitality and Events Management (CIP 52.0901) – Deletion Requested

- University of South Alabama, MA in Sociology (CIP 45.1101) – Deletion Requested

Two-Year Institutions

- Ingram State Technical College, AAT in Computer Science (CIP 11.0101) – Deletion Requested

- Ingram State Technical College, AAT in Drafting and Design Technology (CIP 15.1301) – Deletion Requested

- Ingram State Technical College, AOT in Occupational Technology (CIP 30.9999) – Deletion Requested

- Ingram State Technical College, AAT in Consumer Electronics (CIP 47.0101) – Deletion Requested

- Ingram State Technical College, AAT in Heating, AC, Ventilation and Refrigeration (CIP 47.0201) – Deletion Requested

- Ingram State Technical College, AAT in Office Administration (CIP 52.0401) – Deletion Requested

Attachment 2

Summary of Changes to Existing For-Credit Non-Degree Certificate Programs

A. Changes in CIP Code or Program Level

The following changes to CIP Code or program level as reported to the Integrated Postsecondary Education Data System (IPEDS) require notification to ensure that the Academic Program Inventory remains current. Changes to program titles for non-degree certificates are considered non-substantive and can be processed by ACHE staff without formal notification to the Commission.

Institution	Program Level	Program Title	CIP
Bishop State Community College	STC	Advanced Engineering Technologies	~~15.0499~~ 15.0407

B. Changes in Program Status

Placing certificate programs on inactive or deleted status requires prior notification to ensure that the Academic Program Inventory remains up-to-date.

Four-Year Institutions

- University of North Alabama, Micro-Credential in Media Writing (CIP 09.0401) – Deletion Requested

- University of North Alabama, Micro-Credential in Communication Studies for Nonprofit (CIP 09.0901) – Deletion Requested

- University of North Alabama, Micro-Credential in Public Relations for Nonprofit (CIP 09.0902) – Deletion Requested

- University of North Alabama, Micro-Credential in Early Childhood Education (CIP 13.1210) – Deletion Requested

- University of North Alabama, Certificate in Spanish for Standardized Clinical Encounter (CIP 16.0905, Level 1b) – Deletion Requested

- University of North Alabama, Certificate in Global Studies (CIP 30.2001, Level 1b) – Deletion Requested

- University of North Alabama, Post-Baccalaureate Certificate in Religious Studies (38.0201, Level 6) – Deletion Requested

Two-Year Institutions

NONE

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday September 13, 2024

INFORMATION ITEM: H-4   <u>Curricular Modifications for Existing Degree Programs</u>

<u>Staff Presenter:</u>   Ms. Lakerri Gill
           Credential Registry Specialist

<u>Staff Recommendation:</u>   For information only.

<u>Background:</u>   Alabama Administrative Code §300-2-1-.06 ("Reasonable Extensions and Alterations of Existing Programs of Instruction") provides that an institution may make certain substantive modifications to its program offerings so long as the Commission is notified before the change is implemented. The following curricular changes for degree programs are considered substantive – requiring notification:

1. Addition of Program Options: An institution may request to add an option to an existing degree program when the option constitutes less than 50% of the total program coursework and shares a common program core with the other options of the same degree program.

2. Substantive Changes to Degree Requirements: Modifications to program coursework or other degree requirements that affect between 25% and 49% of the curriculum are considered substantive – requiring notification and may be implemented after being presented to the Commission as information items. Modifications that affect less than 25% the curriculum are considered non-substantive and do not require notification. Proposed modifications that will affect 50% or more of the curriculum require Commission approval. Institutions are responsible for determining the percentage of the program to be modified.

In reviewing the documentation submitted by institutions, ACHE staff has determined that the curricular changes summarized in the attachments do not require Commission approval and can be processed as information items.

<u>Supporting Documentation:</u> 1. Addition of Options to Existing Programs of Instruction, attached.

2. Summary of Substantive Changes to Degree Requirements, attached.

3. "Reasonable Extensions and Alterations of Existing Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

4. Written unpublished documentation provided by the institutions. Available upon request.

Attachment 1

Addition of Options to Existing Programs of Instruction

Options can be variously referred to as concentrations, tracks, specializations, or emphases. Consistent with Commission policy and operational definitions, options will not be identified separately in the Commission's Academic Program Inventory, and an institution may not identify an option as a standalone degree program.

<u>Four-Year Institutions</u>

Auburn University at Montgomery

1. Addition of concentrations to the existing BA in English (CIP 23.0101):
   a. Creative Writing
   b. Literary Studies

2. Addition of a Concentration in Instructional Leadership within the existing EdD in Instructional Systems and Learning Sciences (CIP 13.0607)

3. Addition of an Option in Visual Impairments K-12 within the exiting MEd in Special Education (CIP 13.1001)

Troy University

1. Addition of a Concentration in Global Healthcare Leadership within the existing PhD in Global Leadership (CIP 52.0213)

University of North Alabama

1. Addition of the following emphasis areas to the existing BA/BS in Multi/Interdisciplinary Studies (CIP 30.9999):
   a. Emphasis in Applied Educational Studies
   b. Emphasis in Applied Entrepreneurship
   c. Emphasis in Public Safety

<u>Two-Year Institutions</u>

NONE

Attachment 2

Summary of Substantive Changes to Degree Requirements

The following institutions have notified the Commission of changes affecting between 25% and 49% of the curriculum for an existing degree program. Institutions may begin advertising the program with the modified curriculum once notification has been received by ACHE staff, but they should not begin delivering the curriculum until the change has been presented as an information item.

Four-Year Institutions

Auburn University   Modification of BS in Crop and Soil Sciences (CIP 01.1102) to eliminate three out of four concentration areas and allow for greater flexibility in choice and scheduling. Only the Turfgrass Concentration will remain, along with the general degree option.

Auburn University   Modification of PhD in Public Administration and Public Policy (CIP 45.1099) to eliminate the joint program in Public Administration and Public Policy with Auburn University at Montgomery. AU plans to retain the program as a regular degree offering.

University of Alabama Modification of MS in Instructional Design and Development (CIP 13.0301)
at Birmingham   to MS in Learning Design and Learning Sciences (CIP 13.0607), which will include 9 additional credit hours of coursework (total credit hours increased from 30 to 39) and the redesign of 6 new hours of program core coursework.

Two-Year Institutions

NONE

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-5   <u>Updates to Academic Units</u>

<u>Staff Presenter</u>:   Ms. Lakerri Gill
                            Credential Registry Specialist

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   According to the Commission's definitions relating to academic
                            units (Alabama Administrative Code, §300-2-1-.11[9] *et seq*.), an
                            academic unit has a reporting relationship with the institution's
                            chief academic officer and may be considered instructional or
                            non-instructional. A "unit of instruction" offers instructional
                            courses or other activities for academic credit. There are two
                            types:

                            (i)   Major Instructional Unit: Division, college, or school that
                                     comprises several minor units of instruction.

                            (ii)   Minor Instructional Unit: Department or other unit
                                     offering degree programs, cross-disciplinary or multi-
                                     disciplinary consortium offering coursework but no
                                     degree programs.

                            Administrative changes to minor units of instruction, such as
                            establishing a new department, combining two or more
                            departments into a single department, or dividing a department
                            into two or more departments, require prior notification to the
                            Commission. If the administrative change affects a major unit of
                            instruction and requires additional expenditures to implement,
                            Commission approval is required.

                            Establishment of or changes to non-instructional academic units,
                            including units of administration, research, and public service,
                            also require prior notification to the Commission.

                            ACHE staff has reviewed the submissions included in
                            Attachment 1 as updates to academic units that require prior
                            notification only.

<u>Supporting Documentation</u>:   1. Updates to Academic Units Requiring Notification Only,
                                    attached.

                                 2. "Evaluation of Changes to Instructional Role and Academic
                                    Units," Ala. Admin. Code (Commission on Higher Education),
                                    r. 300-2-1.11. Available upon request.

                                 3. Written unpublished documentation provided by the
                                    institutions. Available upon request.

Attachment 1

Updates to Academic Units Requiring Notification Only

A. Changes to Major Units of Instruction Not Requiring Approval

Athens State University

1. Reorganization of three minor instructional units within the College of Education, resulting in the following consolidated structure:
    a. Department of Elementary, Early Childhood, and Inclusive Studies
    b. Department of Professional and Secondary Studies

2. Reorganization of five minor instructional units within the College of Business, resulting in the following consolidated structure:
    a. Department of Accounting
    b. Department of Business Core
    c. Department of Management

University of Alabama at Birmingham

1. Merger of the Division of General Internal Medicine and the Division of Preventative Medicine to create a new Division of General Internal Medicine and Population Science within the Department of Medicine at the Marnix E. Heersink School of Medicine

B. Changes to Minor Units of Instruction

University of South Alabama

1. Change in the Name of the Department of Marketing and Quantitative Methods to the Department of Marketing, Supply Chain Management, and Analytics

C. Changes to Non-Instructional Academic Units

Jacksonville State University

1. Establishment of the Center for Educational Innovation, Evaluation, and Research as a Unit of Research within the College of Education and Professional Studies

University of Alabama at Birmingham

1. Establishment of the Center for Neuroengineering and Brain-Computer Interfaces (CNBCI) as a Unit of Research in the Department of Neurosurgery at the Marnix E Heersink School of Medicine

2. Establishment of the Center for Lung Analytics and Imaging Research (CLAIR) as a Unit of Research in the Department of Medicine, Division of Pulmonary, Allergy, and Critical Care Medicine at the Marnix E. Heersink School of Medicine

3. Establishment of the Center for Integrative Structural Biology as a Unit of Research within the Marnix E. Heersink School of Medicine

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-6   Implementation of Distance Education Programs

Staff Presenter: Ms. Lakerri Gill
                               Credential Registry Specialist

Staff Recommendation: For information only.

Background: According to Alabama Administrative Code §300-2-1-.10
                               ("Distance Education"), 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 through a fully
                               online modality must report this intent to the Commission prior to
                               implementation.

                               In compliance with the Commission's policy on distance
                               education, the institutions have reported plans to offer 100% of
                               program coursework through distance education for the following
                               programs:

                               Auburn University

                               MS in Child Life (CIP 19.0706)

                               University of South Alabama

                               BSIS in Information Systems (CIP 11.0401)

Supporting Documentation: 1. "Policy on Distance Education," Ala. Admin Code
                                  (Commission on Higher Education), r. 300-2-1-.10.
                                  Available upon request.

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

INFORMATION ITEM: H-7a   <u>Northeast Alabama Community College, New Exempt Off-Campus Site: Moon Lake Village</u>

<u>Staff Presenter:</u>   Ms. Lakerri Gill
                                 Credential Registry Specialist

<u>Staff Recommendation:</u>   For information only.

<u>Background:</u>   Northeast Alabama Community College (NEC) plans to offer coursework at the following new off-campus site beginning Fall 2024:

                                 Moon Lake Village
                                 5866 E. River Road
                                 Mentone, AL 35984

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

                                 The proposed site is located in Dekalb County, which is within the recognized service area for NEC, and therefore, the site is exempt from Commission approval.

<u>Supporting Documentation:</u>   1. Proposal for Exempt Off-Campus Site at Moon Lake Village, Mentone, AL, attached.

                                 2. "Review of Off-Campus Instruction Offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.05. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	NEC

Administrator Responsible for Site			
Name:	Chad Gorham	Title:	Dean of Instruc
Phone:	2566384418	Email:	gorhamc@nacc.edu

Contact Person at Site			
Name:	Chad Gorham	Title:	Dean of Instruc
Phone	2566384418	Email:	gorhamc@nacc.edu

Location of Proposed Site			
Facility:	Moon Lake Village		
Address	5866 E. River Road		
City:	Mentone	County:	DeKalb
When will you begin offering instruction begin at this site?		08/15/2024	
Type of Site:	2-year college site located within SBE approved service area		

Certification

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

Signature of President/Chancellor:	
Date:	

COURSE LIST

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

Course Number	Course Title
ENG 099	INTRO TO COLLEGE WRITING
ENG 101	ENGLISH COMP
ENG 102	ENGLISH COMP II
ART 100	ART APPRECIATION
THR 120	THEATER APPRECIATION
THR 126	INTRO TO THEATRE
ART 113	DRAWING I
ART 114	DRAWING II
ART 233	PAINTING I
ART 234	PAINTING II
HIS 201	US HISTORY I
HIS 202	US HISTORY II

Attachment 2

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

MTH 099	SUPPORT FOR INTERMEDIATE COLLEGE ALGEBRA
MTH 100	INTERMEDIATE COLLEGE ALGEBRA
MTH 112	PRE CAL ALGEBRA
MTH 113	PRE CAL TRIG
MTH 110	FINITE MATH

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-7b   <u>Calhoun Community College, New Exempt Off-Campus Site:</u>
                                <u>Alabama Center for the Arts</u>

<u>Staff Presenter</u>:   Ms. Lakerri Gill
                                Credential Registry Specialist

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   Calhoun Community College (CAL) plans to offer additional
                                coursework at the following new off-campus site beginning
                                Spring 2025:

                                Alabama Center for the Arts
                                402 Moulton Street
                                Decatur, AL 35601

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

                                The proposed site is located in Morgan County, which is within
                                the recognized service area for CAL, and therefore, the site is
                                exempt from Commission approval.

<u>Supporting Documentation</u>:   1. Proposal for Exempt Off-Campus Site at Alabama Center for
                                   the Arts, Decatur, AL, attached.

                                2. "Review of Off-Campus Instruction Offered by Public
                                   Postsecondary Institutions," Ala. Admin. Code (Commission on
                                   Higher Education), r. 300-2-1-.05. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	

Administrator Responsible for Site			
Name:	Kim Parker	Title:	Dean of Fine Ar
Phone:	256-306-2701	Email:	kimberly.parker@calhoun.edu

Contact Person at Site			
Name:		Title:	
Phone		Email:	

Location of Proposed Site			
Facility:	Alabama Center for the Arts		
Address	402 Moulton Street E		
City:	Decatur	County:	Morgan
When will you begin offering instruction begin at this site?		01/15/2025	
Type of Site:	2-year college site located within SBE approved service area		

Certification

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

Signature of President/Chancellor:	
Date:	

COURSE LIST	
The institution will develop its schedule at this new site from the following list of courses.	
Course Number	**Course Title**
RTV 119	VIDEO PRODUCTION I
RTV 219	VIDEO PRODUCTION II
ART 283	GRAPHIC ANIMATION I
ART 284	GRAPHIC ANIMATION II
CAT 283	3D GRAPHICS AND ANIMATION
CAP 123	CGI SHADING, LIGHTING, RENDERING
ADM 112	ORIENTATION TO ADDITIVE MANUFACTURING
ADM 107	CAD CONCEPTS
CIS 134	IT FUNDAMENTALS

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-7c   <u>Coastal Alabama Community College, New Exempt Off-Campus
                                Site: Baldwin Preparatory Academy</u>

<u>Staff Presenter</u>:   Ms. Lakerri Gill
                                Credential Registry Specialist

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   Coastal Alabama Community College (CACC) plans to offer
                                additional coursework at the following new off-campus site
                                beginning Spring 2025:

                                Baldwin Preparatory Academy
                                33243 Alabama Hwy 59
                                Loxley, AL 36551

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

                                The proposed site is a dual enrollment/high school site located in
                                Baldwin County, which is within the recognized service area for
                                CACC, and therefore, the site is exempt from Commission
                                approval.

<u>Supporting Documentation</u>:   1. Proposal for Exempt Off-Campus Site at Baldwin Preparatory
                                   Academy, Loxley, AL, attached.

                                2. "Review of Off-Campus Instruction Offered by Public
                                   Postsecondary Institutions," Ala. Admin. Code (Commission on
                                   Higher Education), r. 300-2-1-.05. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	CACC		
Administrator Responsible for Site			
Name:	Linda Grant	Title:	Dean of Instruc
Phone:	334-422-1571	Email:	linda.grant@coastalalabama.edu
Contact Person at Site			
Name:	Linda Grant	Title:	Dean of Instruc
Phone	334-422-1571	Email:	linda.grant@coastalalabama.edu
Location of Proposed Site			
Facility:	Baldwin Preparatory Academy		
Address	33243 Al-59		
City:	Loxley	County:	Baldwin
When will you begin offering instruction begin at this site?	01/15/2025		
Type of Site:	High school site exclusively for early admission, accelerated/dual enrollment		

Certification

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

Signature of President/Chancellor:	
Date:	

COURSE LIST	
The institution will develop its schedule at this new site from the following list of courses.	
Course Number	**Course Title**
IET 114	Basic Electricity
ILT 108	Introduction to Instruments and Process Control
ADM 101	Precision Measurement
ADM 111	Manufacturing Safety Practices

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-7d   <u>Lawson State Community College, New Exempt Off-Campus
                                Site: UAB Medical West Hospital</u>

<u>Staff Presenter</u>:   Ms. Lakerri Gill
                                Credential Registry Specialist

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   Lawson State Community College (LAW) plans to offer
                                coursework at the following new off-campus site beginning Fall
                                2024:

                                UAB Medical West Hospital
                                5000 Medical W Way
                                Bessemer, AL 35022

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

                                The proposed site is located in Jefferson County, which is within
                                the recognized service area for LAW, and therefore, the site is
                                exempt from Commission approval. In addition, coursework to be
                                delivered at the site is related to LAW's existing CER in Licensed
                                Practical Nursing (CIP 51.3901), which is not offered by other
                                institutions sharing that service area (Jefferson State Community
                                College or University of Alabama at Birmingham).

<u>Supporting Documentation</u>:   1. Proposal for Exempt Off-Campus Site at UAB Medical West
                                    Hospital, Bessemer, AL, attached.

                                2. "Review of Off-Campus Instruction Offered by Public
                                    Postsecondary Institutions," Ala. Admin. Code (Commission on
                                    Higher Education), r. 300-2-1-.05. Available upon request.

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	LAW

Administrator Responsible for Site

Name:	Dr. Katrina Swain	Title:	Nursing Chairpe
Phone:	205-929-3436	Email:	kswain@lawsonstate.edu

Contact Person at Site

Name:	Dr. Sherika Derico	Title:	Associate Dean
Phone	205-929-6437	Email:	sderico@lawsonstate.edu

Location of Proposed Site

Facility:	Medical West Hospital		
Address	5000 Medical West Way		
City:	Bessemer	County:	Jefferson

When will you begin offering instruction begin at this site?   08/15/2024

Type of Site: 2-year college site located within SBE approved service area

Certification

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

Signature of President/Chancellor:	
Date:	

COURSE LIST

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

Course Number	Course Title
NUR 102	FUNDAMENTALS OF NURSING
NUR 103	HEALTH ASSESSMENT
NUR 104	INTRO TO PHARMACOLOGY
NUR 105	ADULT NURSING
NUR 106	MATERNAL AND CHILD NURSING
NUR 107	ADULT/CHILD NURSING
NUR 108	PSYCHOSOCIAL NURSING
NUR 109	ROLE TRANSITION FOR THE PRACTICAL NURSE

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 13, 2024

INFORMATION ITEM: H-8   <u>Summary of Post-Implementation Reports</u>

<u>Staff Presenter</u>:   Mrs. Kristan White
                                      Academic Program Analyst

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   The Commission's "Operational Policy on the Approval of New
                                      Programs of Instruction and Requirements for Post-
                                      Implementation Monitoring" (Administrative Code §300-2-1-.04)
                                      requires institutions to submit a post-implementation
                                      performance report for each approved program following its
                                      seven-year post-implementation monitoring period. All program
                                      approvals include post-implementation conditions around
                                      average annual new enrollments, average annual graduates,
                                      and program assessment. Certain program approvals include
                                      additional conditions related to specialized accreditation,
                                      licensure of graduates, further financial oversight, viability of
                                      existing programs, or other conditions unique to the approved
                                      program.

                                      Programs determined to have met all post-implementation
                                      conditions will no longer be subject to post-implementation
                                      monitoring. If a program does not meet one or more of its post-
                                      implementation conditions, it will be recommended for closure,
                                      unless the Commission approves an amendment to the post-
                                      implementation conditions for the program.

                                      No post-implementation reports were submitted for review at the
                                      September 2024 meeting. ACHE staff have updated the deadline
                                      for submission so that the next batch of reports will be reviewed
                                      for the December 2024 meeting.

                                      **A. Programs Meeting Post-Implementation Conditions:
                                           None submitted**

                                      **B. Programs Not Meeting Post-Implementation Conditions:
                                           None submitted**

<u>Supporting Documentation</u>:   1. "Operational Policy on the Approval of New Programs of
                                         Instruction and Requirements for Post-Implementation
                                         Monitoring," Ala. Admin. Code (Commission on Higher
                                         Education), r. 300-2-1-.04. Available upon request.