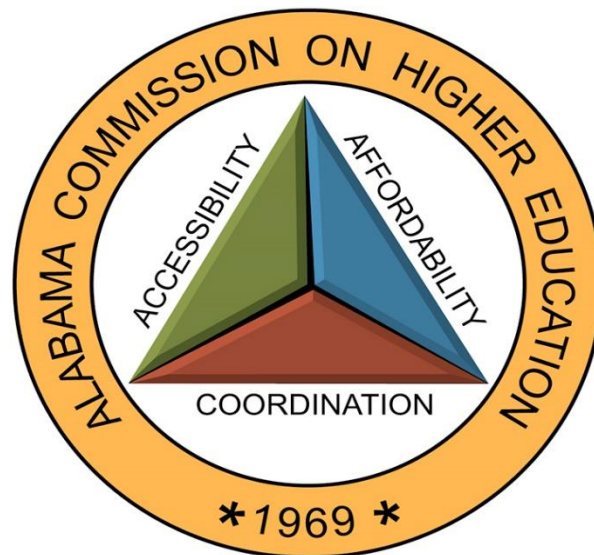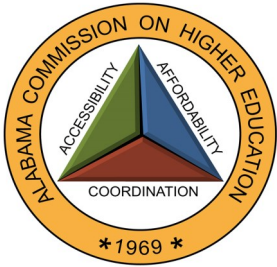**Alabama Commission on Higher Education**
RSA Union Building, 100 North Union Street, Room 782
Montgomery, Alabama 36104
Office: 334-242-1998
Fax: 334-242-0268
Website: www.ache.edu

COMMISSION MEETING
Public Service Commission Hearing Room
RSA Union Building, 9th floor
100 North Union Street
Montgomery, AL 36104

March 15, 2019
10:00 a.m.

AGENDA
ALABAMA COMMISSION ON HIGHER EDUCATION
RSA Union Building, 9th Floor
Public Service Commission Hearing Room

March 15, 2019
10:00 a.m.

      a. Programs that met Post Implementation Conditions

         1. Alabama State University, Program: Bachelor of Fine Arts in Dance (CIP 50.0301)

         2. Auburn University Montgomery, Program: Master of Science in Computer Information Systems and Cyber Security (CIP 11.1003) [Second Report]

         3. Auburn University, Program: Bachelor of Science in Business Analytics (CIP 52.1301)

         4. Troy University, Program: Bachelor of Science in Business Administration in Economics (CIP 52.0601)

         5. Troy University, Program: Bachelor of Science in Exercise Science (CIP 31.0505)

         6. Troy University, Program: Master of Science in Strategic Communication (CIP 09.0199)

         7. Troy University, Program: Master of Business Administration in International Business Administration (CIP 52.1101)

         8. Troy University, Program: Master of Science in Management (CIP 52.0201)

         9. University of South Alabama, Program: Bachelor of Science in Health Informatics (CIP 51.2706)

         10. University of South Alabama, Program: Doctor of Science in Systems Engineering (CIP 14.2701)

b. Programs that did not meet Post Implementation Conditions

1. Troy University, Program: Bachelor of Arts in Spanish (CIP 16.0905)

2. Troy University, Program: Bachelor of Science in Physics (CIP 40.0801)

c. Programs that did not meet Post Implementation Conditions- Deletion

1. University of Montevallo, Program: Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999) [Second Report]

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETINGS
December 7, 2018

I. Call to Order– Executive Committee

The Alabama Commission on Higher Education Executive Committee met in a special called meeting at 9:30 a.m. on Friday, December 7, 2018 at the Troy University Trojan Center Theater, 7 College Drive, Troy, Alabama. Members present: Charles Sanders, Karen Calametti, and Timothy Gyan. The purpose of the meeting was to approve the minutes of the September 14, 2018 Commission meeting.

RESOLVED: Commissioner Calametti moved to approve the September 14, 2018 meeting minutes and recommended approval from the full Commission. Commissioner Gyan seconded. Motion carried.

The meeting was adjourned at 9:35 a.m.

Call to Order– Commission

The Alabama Commission on Higher Education met in regular session on Friday, December 7, 2018 at the Troy University Trojan Center Theater, 7 College Drive, Troy, Alabama. Commissioner Sanders called the meeting to order at 10:00 a.m.

Commissioner Sanders welcomed presidents, institutional representatives, and guests.

Commissioner Sanders asked the audience for a moment of silence in observation of Pearl Harbor Day, followed by a prayer and the Pledge of Allegiance.

II. Roll Call of Members and Determination of Quorum

Members present: Charles Buntin, Karen Calametti, Charles Sanders, Norman Crow, Patricia McGriff, Timothy Gyan, Amy S. Price and Stan R. Pylant. Members absent: Charles Ball and Miranda B. Frost, A quorum was determined by roll call of members present.

III. Approval of Agenda

RESOLVED: Commissioner Crow moved to approve the agenda. Commissioner Price seconded. Motion carried. The agenda was approved.

IV. **Ratification of Actions Taken by the Executive Committee of the Alabama Commission on Higher Education on September 14, 2018**

Commissioner Sanders summarized the actions taken by the Executive Committee on September 14, 2018. He indicated that the actions taken by the Executive Committee required approval by the full Commission and recommended approval from the full Commission.

RESOLVED: Commissioner Price moved to ratify the actions taken by the Executive Committee on September 14, 2018. Commissioner Pylant seconded. Motion carried.

V. Consideration of Minutes of September 14, 2018

RESOLVED: Commissioner Calametti moved for approval of the September 14, 2018 minutes. Commissioner Buntin seconded. Motion carried. The minutes were approved.

VI. Welcome to Troy University

Dr. Lance Tatum, Interim Vice-Chancellor for Academic Affairs welcomed the Commissioners, staff and college representatives to the Troy University campus.

VII. *Chairman's Report*

Commissioner Sanders gave the Chairman's report in Commission Ball's absence. Sanders expressed appreciation to his fellow commissioners for the opportunity to serve as the chairman for the next year. He also thanked President Hawkins for the hospitality and treatment shown by Troy University. He also expressed his enthusiasm to work in partnership with the two-year and four-year institutions of this state.

VIII. Executive Director's Report

Dr. Purcell gave a power point presentation with updates on the following issues:

- ♦Strategic Plan Update
- ♦Quadrennial Review Overview

A copy of the presentation is attached and can be found on the Alabama Commission on Higher Education's website.

IX.   Decision Items

A. Annual Report: Alabama Commission on Higher Education 2017-2018

Ms. Margaret Gunter presented the Annual Report: Alabama Commission on Higher Education 2017-2018. A copy of the report is attached.

RESOLVED: Commissioner Buntin moved that the Commission accept the report. Commissioner Gyan seconded. The Annual Report was accepted.

Mrs. Gunter then introduced Sebastian Kirmse, Doctoral Scholar Student and I-Corps National Team Entrepreneurial Lead at the University of South Alabama.

He shared his experiences as a Graduate Research Scholars Program (GRSP) recipient. He thanked the Commission for their support of the GRSP. A copy of the power point presentation he presented is attached.

B. Executive Budget Request for FY 2019-2020

Ms. Veronica Harris presented the staff recommendation to the Commission with a recommendation for approval.

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

C. Consolidated Budget Recommendation for FY 2019-2020

Ms. Susan Cagle presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Pylant moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

D. Report on the Facilities Master Plan & Capital Projects Requests for FY 2019-2020 - FY 2023-2024

Ms. Susan Cagle presented the staff recommendation to the Commission with a recommendation for approval.

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

E. Final Approval of Amendments to the Administrative Procedures for Chapter 300-2-1-.02: Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization

Mr. Tim Vick presented the staff recommendation to the Commission with a recommendation for approval.

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

F. Final Approval of Administrative Procedures for Distance Education Chapter 300-2-1-.10

Mr. Tim Vick presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Pylant seconded. Motion carried.

G. Preliminary Approval of Amendments to the Administrative Procedures for Chapter 300-4-3: Alabama Student Grant Program

Mr. Tim Vick presented the staff recommendation to the Commission with a recommendation for approval.

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

H. Academic Programs

ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS

CENTRAL ALABAMA COMMUNITY COLLEGE

1. Associate in Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

GADSDEN STATE COMMUNITY COLLEGE

1. Associate in Applied Science in Dental Hygiene/Hygienist (CIP 51.0602)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

NORTHWEST SHOALS COMMUNITY COLLEGE

1. Associate in Applied Science in Radiologic Technology (CIP 51.0911)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

2. Associate in Applied Science in Diagnostic Medical Sonography (CIP 51.0910)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

   RESOLVED: Commissioner Pylant moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

WALLACE COMMUNITY COLLEGE DOTHAN

1. Associate in Applied Science and Certificate in Surgical Technology (CIP 51.0909)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

FOUR-YEAR INSTITUTIONS

AUBURN UNIVERSITY

1. Bachelor of Science in Wildlife Enterprise Management (CIP 03.0207)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

FOUR-YEAR INSTITUTIONS

AUBURN UNIVERSITY ..._continued_

   2. Bachelor of Science in Biological & Agricultural Technology Management (CIP 01.0106)

     Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

   3. Bachelor of Science in Philanthropy & Nonprofit Studies (CIP 19.0707)

     Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

TROY UNIVERSITY

   1. Master of Science in Athletic Training (CIP 51.0913)

     Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

UNIVERSITY OF ALABAMA AT BIRMINGHAM

   1. Master of Arts in Education in Educational Studies (CIP 13.0101)

     Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

UNIVERSITY OF MONTEVALLO

1. Bachelor of Arts/Bachelor of Science in Computer Science (CIP 11.0701)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

UNIVERSITY OF SOUTH ALABAMA

1. Master of Science in Rehabilitation Sciences-Speech Language Pathology (CIP 51.2314)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

2. Master of Science in Rehabilitation Sciences-Occupational Therapy (CIP 51.2314)

   Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

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

I. **Information Items**

   RESOLVED: Commissioner Crow moved that the Commission accept Information Items 1 through 7. Commissioner Calametti seconded. Motion carried.

   1. Implementation of Distance Education Programs

   2. Implementation of Non-Degree Programs at Senior Institutions

   3. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)

   4. Change in the Name and Establishment of Centers and Departments

   5. Changes to the Academic Program Inventory

   6. Annual Off-Campus Site Follow-Up Report for Academic Year 2017-2018

   7. Extensions/Alterations to Existing Programs of Instruction

At the conclusion of meeting, Commissioner Sanders mentioned this was Deborah Nettles last meeting due to retirement. He thanked Deborah Nettles and mentioned his appreciation for her valuable service.

X. Adjournment

The meeting was adjourned at 12:00 p.m.   The next meeting of the Commission is scheduled for March 15, 2019.

_____
Charles Sanders, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2019.   _____
Jim Purcell, Executive Director

_____
Notary Public

ALABAMA COMMISSION ON HIGHER EDUCATION
March 15, 2019

DECISION ITEM A: <u>Final Approval of Amendments to the Administrative Procedures for Chapter 300-4-3: Alabama Student Grant Program</u>

<u>Staff Presenter:</u>   Tim Vick
                                    Director of Operations and Fiscal Services

<u>Staff Recommendation:</u>   That the Commission give final approval to the proposed amendments related to Chapter 300-4-3 of the administrative procedures entitled, Alabama Student Grant Program.

<u>Background:</u>   Preliminary approval of the proposed amendments to this rule was granted by the Commission on Friday, December 7, 2018. The proposed changes were filed with the Legislative Services Agency on December 11, 2018 and published in Alabama Administrative Monthly on December 28, 2018. Interested parties had until February 1, 2019 to comment. No comments were received. Should the Commission grant final approval to these proposed changes, the proposed changes will go into effect 35 days after the changes are certified by the Executive Director, and subsequently filed with the Legislative Services Agency.

                                    The Code of Alabama, 1975, Section 16-33A-1, et seg authorizes the Alabama Commission on Higher Education to make rules and regulations related to the administration of the Alabama Student Grant Program.

                                    The reasons for the proposed amendments to these administrative procedures are described below and shown in Attachment 1. Old language is struck-through and new language is underlined.

                                    The purpose of these amendments are to:

                                    • Allow for one-time application,
                                    • Reduce the number of required proofs of Alabama residency,
                                    • Clarify certain definitions, and
                                    • Eliminate/replace obsolete language.

<u>Supporting Documentation:</u>   Proposed amendments to Chapters 300-4-3 of the Alabama Administrative Code (attached).

**ALABAMA COMMISSION ON HIGHER EDUCATION
STUDENT ASSISTANCE
ADMINISTRATIVE CODE**

**CHAPTER 300-4-3
ALABAMA STUDENT GRANT PROGRAM**

TABLE OF CONTENTS

300-4-3-.01 Definition Of Terms.

(1) Academic Progress - A student must make satisfactory academic progress in an eligible program at an approved institution in order to receive an Alabama Student Grant Program (ASGP) payment. ~~Satisfactory academic progress shall be defined in writing by each approved institution and must be approved by the Alabama Commission on Higher Education (ACHE). ACHE shall not approve any definition of satisfactory academic progress that~~ No institution shall permits a student to ~~remain enrolled in an approved institution~~ receive ASGP funds when a student's projected completion date does not comply with the Code of Federal Regulations definitions of maximum time frame for his/her program of study, as defined in 34CFR 6689.34.

(2) Academic Qualifications of Eligible Students – A student is considered academically qualified if he/she is currently enrolled and matriculated in an eligible program of an eligible institution. It is considered that current enrollment by the institution has been based upon satisfactory demonstration to the institution of probable successful completion of the program. Satisfactory academic progress by a student shall be evaluated in terms of all course work attempted and all course hours for which ASGP payments were issued, whether or not credit hours were received by the student.

(3) Academic Year - The academic year for Alabama Student Grant Program purposes is from October 1 of one year to September 30 of the next year.

(4) Alabama Resident - A person who has been domiciled in the State of Alabama for a period of at least twelve (12) consecutive months immediately preceding application for a grant under the Alabama Student Grant Program. Any student in Alabama only for purposes of attending an Alabama postsecondary educational

institution shall not be eligible for a grant. ~~Five (5) or more~~ <u>Upon submission of an application, two (2) proofs of residency must be provided and preserved in the student's award file as support for the claim of Alabama residency. The two proofs may be selected from</u> ~~of~~ the following <u>list</u> ~~are required as support for the claim of Alabama residency~~:

  (a) Certification by the student of his/her permanent Alabama residence;

  (b) Certification by the student's parents or guardians of their permanent Alabama residence;

  (c) Certification of the student's Alabama voter registration;

  (d) Certification of the student's parents' or guardians' Alabama voter registration;

  (e) A photocopy of the student's or parent's (guardian's) valid Alabama driver's license;

  (f) Evidence of full-time employment by the student or parents (guardians) within Alabama for the preceding twelve (12) months;

  (g) Evidence of payment of income tax to the State of Alabama by the student or parents (guardians) for the preceding calendar year;

  (h) Evidence of home ownership or ownership of other real property in Alabama by the student or parents (guardians);

  (i) Evidence of graduation from an Alabama secondary school, or a copy of a State of Alabama High School Equivalency Certificate; and

  ~~(j) Other evidence that an Alabama domicile has been established and maintained for the previous twelve (12) months.~~

  (5) Approved Institution - An approved institution is an independent, nonprofit postsecondary institution <u>of higher learning located in the State of Alabama</u> or any independent postsecondary institution of higher learning with a permanent facility offering classroom instruction located in Montgomery County, Alabama, which has been incorporated and in continuous operation for over 50 years and which has been accredited for over 10 years by the Commission on Colleges of the Southern Association of Colleges and Schools, prior to the effective date of amendatory act contained in AL ACT 2010-686 which with the exception specifically cited immediately above, <u>and</u>:

  (a) Has its principal base of operation located within the State of Alabama;

(b)   Is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools or, if not so accredited,

1.   Is classified in an exemption status and is licensed to operate in the State of Alabama by the State Approving agency of the ~~State Department of Education~~ Alabama Community College System Office or its successor agency; and

2.   ~~Is in the formal process of attaining accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools, or~~ Is an institution where credits are currently accepted, on transfer, by at least three (3) institutions within Alabama and which are accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.

(c)   Files a signed agreement with ACHE to comply with all regulations and procedures of the Alabama Student Grant Program;

(d)   Has an academic curriculum which is not comprised principally of sectarian instruction or preparation of students for a sectarian vocation;

(e)   Does not award primarily theological or religious degrees;

(f)   Performs essentially secular educational functions which are distinct and separable from religious activity;

(g)   Does not discriminate in its admissions practices on the basis of religious or denominational preference; and

(h)   Does not, during the applicable fiscal year, receive a direct institutional appropriation from the State of Alabama.

(6)   Eligible Program - An eligible program is a nonsectarian, secular educational program of at least six (6) months duration~~, and whose contents have been approved by ACHE~~.

(7)   Eligible Student - An eligible student is an applicant for a grant under the Alabama Student Grant Program who:

(a)   Has obtained a certificate of graduation from a secondary school or the recognized equivalent of such graduation;

(b)   Is classified as an undergraduate student;

(c)   Is an Alabama resident;

(d)   Is a citizen of the United States or in the process of becoming a citizen of the United States;

(e)   Is enrolled as a full-time student or part-time student in an eligible program in an approved institution <u>leading to a degree, diploma, or certificate</u>;

(f)   Is making satisfactory academic progress; and

(g)   Is not enrolled, and does not intend to enroll, in a course of study leading to an undergraduate degree in theology, divinity, or other field of preparation for a religious vocation.

(8)   False Statement of Misrepresentation - Any person who knowingly makes or furnishes any false statement or misrepresentation, or who accepts such false statement or misrepresentation knowing the same to be false, for the purpose of enabling an individual or institution to obtain monies wrongfully under this program, shall be guilty of a Class A misdemeanor, and upon conviction thereof, shall be subject to a fine or to imprisonment, or to both, as such misdemeanor is defined in Act No. 607, S. 33 of the 1977 Regular Session (Acts 1977, Vol. 11, p. 812).

(9)   Full-Time Student - A full-time student is defined as an eligible student who is carrying a full-time academic workload, other than by correspondence, measured in terms of course work or other required activities, including courses, work experience, research or special studies which the institution requires of the student to be considered as being engaged in full-time study, and which amount to the equivalent of a minimum of twelve (12) semester hours or twelve (12) quarter hours per academic term; or the student is charged the tuition and fees for full-time study by the institution. For purposes of this program, no more than one course [with a maximum of four (4) credit hours] per academic term for courses in religion or theology shall be considered when calculating a student's full-time status.

(10)   Grant - A grant is a monetary award of a maximum of $1200 per academic year for full-time recipients, and a maximum of $600 per academic year for half-time recipients, under the Alabama Student Grant Program, to an approved institution on behalf of and to the credit of eligible students enrolled in eligible programs commencing after August 1, 1989.

(11)   Half-time Student - A half-time student is defined as an eligible student who is carrying a half-time academic workload, other than by correspondence, measured in terms of course work or other required activities, including courses, work experience, research, or special studies which the institution requires of the student to be considered as being engaged in half-time study, and which amounts to the equivalent of a minimum of six (6) semester hours or six (6) quarter hours per academic term; or the student is charged the tuition and fees for half-time study by the institution. Any student enrolled for less than the equivalent of six (6) semester hours or six (6) quarter hours is ineligible for an Alabama Student Grant Program payment. For purposes of this program, no more than one course (with a maximum of four (4) credit hours per academic term for courses in religion and theology) shall be considered when

calculating a student's half-time status.

(12)   Institutional-Related Expenses – Institutional related expenses are nonsectarian, secular educational expenses, including tuition, mandatory fees, room and board, transportation, books and supplies, and routine miscellaneous expenses incurred by an eligible student.

(13)   ~~Matriculated Status - To be eligible for an Alabama Student Grant Program payment, a student must have completed all the required steps in the enrollment procedure and be considered registered by the institution in an eligible program leading to a degree, diploma, or certificate.~~

(~~14~~ 13) Proration of Funds - Should funds appropriated to the Alabama Student Grant Program be insufficient to provide such eligible student with a full grant payment for any term(s) during an academic year, each eligible student shall receive a pro rata grant share of the available funds.

(~~15~~ 14) Renewal of Grants – <u>Upon completion of an initial application,</u> ~~E~~ each grant ~~shall~~ <u>may</u> be <u>automatically renewed</u> ~~renewable~~ annually for the number of hours normally required by the institution for the course of study in which the individual student is enrolled <u>as long as the student is continuously enrolled</u>. Total hours attempted shall not exceed by more than twenty-five percent (25%) the number of hours required for the individual student's course of study or until such time as the student receives a baccalaureate degree. ACHE shall grant a renewal only upon the student's annual application as defined in these regulations.

(~~16~~ 15) Transfer Student - Each Alabama Student Grant Program award is made on the basis of the student applicant attending the postsecondary educational institution listed on his/her student application form. A student grant recipient who elects to transfer to another educational institution may apply for a new grant in accordance with the student application procedures. The original grant will automatically be cancelled. An Alabama Student Grant Program award is not transferable from one educational institution to another.

(~~17~~ 16) Undergraduate Student - An undergraduate student is an eligible student who is in attendance at an approved institution and has not earned a baccalaureate or professional degree. Students who have previously earned a baccalaureate or professional degree, even though they may be enrolled in an undergraduate course of study, are not eligible for an Alabama Student Grant Program grant.

(17)   <u>Continuous Enrollment - a student who takes courses each major term (i.e. Fall and Spring Semesters or Fall, Winter and Spring Quarters).</u>

Authors: Joseph T. Sutton, Henry J. Hector, Tim Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed

March 9, 1992. Amended: Filed January 6, 2011; effective
February 10, 2011. Amended: Filed March 27, 2017; effective
May 11, 2017. Amended: Filed, effective.

NO CHANGES PROPOSED FOR 300-4-3-.02

300-4-3-.02   Audit. Each approved institution receiving grants on behalf of, and to the credit of, any student shall be subject to examination at any time by ACHE, the Examiner of Public Accounts, or the State Auditor, for the purpose of determining whether such institution has complied with the rules, regulations, and procedures of the Alabama Student Grant Program. If an institution certifies an ineligible student for an Alabama Student Grant Program award, the amount of the grant paid pursuant to such certification shall be refunded by the institution to the Alabama Student Grant Program. The Department of Examiners of Public Accounts may audit all receipts, disbursements, assets, liabilities, and other resources of any postsecondary educational institution receiving grant funds on behalf of, and to the credit of, any student. Each approved institution shall submit to ACHE by December 15 each year, with a copy for the Legislature by the same date, a full audit, conducted by a certified public accountant, of the institution's receipts, disbursements, assets, liabilities, and other resources as of the date of the close of its immediately preceding fiscal year, and covering the immediately preceding academic year in which ASGP funds were received by students attending said institution, before any grants may be applied for or processed for said institution.

Authors: Joseph T. Sutton, Henry J. Hector
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed
March 9, 1992. Amended: Filed, Effective.

 300-4-3-.03 Awarding Procedures. The following procedures shall be the method used by ACHE for making available Alabama Student Grant Program awards to eligible students at approved institutions:

(a)   Applications may be obtained from approved institutions and from the Alabama Commission on Higher Education's website.

(b)   ~~Applications shall be completed each academic year by student applicants.~~ All information requested on the "Alabama Student Grant Program Application" must be completed and the form mailed or delivered to the Student Financial Aid Office at an approved institution in which the student is or will be enrolled. As long as a student is continuously enrolled, as defined in 300-4-2-.01, only an initial application is necessary to be kept on file. Should a student not be continuously enrolled, a new application is required. New Fall Term grant applications must be received by September 15.   New Winter Quarter grant applications must be received by January 15. New Spring Semester grant applications must be received by February 15. New Spring Quarter grant applications must be received by April 15. If all items and information requested on the application form are not completed, the application is

invalid and the student is ineligible to receive an Alabama Student Grant Program payment.

(c)   Applications received in an approved institution's Student Financial Aid Office shall be dated when received. Each application shall have a preliminary review by the institution to determine if the application is complete and meets the eligibility criteria for a grant. Each student applicant shall be notified by the institution when the application is incomplete and additional information is needed. The institution shall notify each applicant who does not meet all eligibility criteria and is, therefore, ineligible for an Alabama Student Grant Program award.

(d)   All applications which pass the preliminary review for eligibility shall be compared to other appropriate institutional records. Institutional records shall be used to verify that each student applicant is:

1.   A graduate of a secondary school, or the recognized equivalent of a graduate;

2.   Classified as an undergraduate student who has not previously received a baccalaureate or other professional degree;

3.   An Alabama resident;

4.   A citizen of the United States, or in the process of becoming a U.S. citizen;

5.   Enrolled as a full-time or half-time student in an eligible program;

6.   Making satisfactory academic progress; and

7.   Not enrolled in a course of study leading to an undergraduate degree in theology, divinity, or other field of preparation for a religious vocation.

(e)   For students who are determined to be eligible for an Alabama Student Grant Program award, an award list shall be made. The award list shall contain the names, Social Security numbers, the eligible programs in which the students are enrolled, and numbers of hours of enrollment for all eligible students. The institutional ASGP coordinator and the president of the approved institution shall sign the award list certifying that each student on the roster is eligible for an award and has submitted to the institution a complete and acceptable ASGP student application on or before the application deadline for the term in which payment is requested.

Authors: Joseph T. Sutton, Henry J. Hector, Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed
March 9, 1992. Amended: Filed, Effective.

300-4-3-.04 Distribution Of Funds.

(1)   ACHE shall determine from the certified award lists received from all approved institutions the per grant dollar amount per eligible student for each academic term. Each eligible full-time student may receive a maximum of $600 per semester or $400 per quarter. Each eligible half-time student may receive a maximum of $300 per semester or $200 per quarter. No eligible student shall receive more than $1,200 per academic year, nor shall any student receive a grant at more than one approved institution during any one academic term.

(2)   ACHE shall determine the dollar amount of each grant and shall prepare a voucher each term requesting that the State Comptroller disburse ASGP funds for eligible students. As Special Education Trust Funds become available, the order in which institutions will be issued Fall Term checks shall be determined by a random and public drawing during ~~October~~ September of institutional names, with first-drawn/first-paid to last-drawn/ last-paid. Checks for second term shall be issued in reverse order-- last-drawn/first-paid to first-drawn/last-paid. Checks for Spring Quarter shall be issued in the same order as ~~full~~ fall term.

(3)   Institutions must request and receive approval from ACHE to distribute ASGP funds ~~by one of the following methods~~ in the following manner:

~~(a)   The State Comptroller shall prepare a check payable to the student (by name) and the approved institution for each eligible grant recipient listed on the award list. Such checks and a signature roster with the amount of grant indicated for each eligible student shall be forwarded to the approved institution for delivery to the student(s). No later than thirty (30) work days after receipt of the grant check(s), the approved institution shall issue the individual check(s) to the eligible student(s) and return the completed signature roster to ACHE.~~

~~(b)   The State Comptroller shall prepare a check payable to the approved institution for the total dollar amount of eligible grants submitted on the award list. The check and a signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than fourteen (14) work days after receipt of the grant check, the approved institution shall issue an individual check to each eligible student for the dollar amount indicated on the signature roster. No later than thirty (30) work days after receipt of the signature roster, the approved institution shall return the completed signature roster to ACHE.~~

(~~c~~ a)   The State Comptroller shall prepare a check payable to the approved institution for the total dollar amount of eligible grants submitted on the award list. The check and a signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than fourteen (14) work days after receipt of the grant check, the approved institution shall credit each eligible student's account with the dollar amount indicated on the signature roster.

Should the dollar amount of a grant credited to an eligible student's account exceed the dollar amount due the institution by the student at the time an ASGP grant is credited to an eligible student's account, a check in the amount of the excess funds (credit) shall be issued within the allotted fourteen (14) work days to the eligible student by the approved institution. No later than thirty (30) work days after receipt of the check and signature roster, the approved institution shall return any undeliverable funds to ACHE.

(d b)   A signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than thirty (30) work days after receipt of the signature roster, the approved institution shall credit each eligible student's account with the dollar amount indicated on the signature roster. Should the dollar amount of a grant credited to an eligible student's account exceed the dollar amount due the institution by the student at the time an ASGP grant is credited to an eligible student's account, a check in the amount of the excess funds (credit) shall be issued to the eligible student by the approved institution within the allotted fourteen (14) work days after the total dollar amount of eligible grants submitted on the award list. If the check is forwarded to the institution after students' accounts are credited, the approved institution shall return, within fourteen (14) days, any undeliverable funds to ACHE. If the check is forwarded to the institution prior to the date students' accounts are credited the approved institution shall return, within thirty (30) work days, undeliverable funds to ACHE.

(4)   If a student whose eligibility for a grant has been certified by an approved institution becomes ineligible for a grant before the expiration of the institutional tuition refund period, the grant funds shall not be delivered to the student, but shall be returned to the Alabama Student Grant Program. Funds are considered received by a student when the ASGP check is delivered to the student or when the institution credits an ASGP payment to the student's account.

(5)   In no academic term may the grant amount received by an eligible student exceed the per student operating expenditures of the institution for nonsectarian, secular educational purposes. Under no circumstances shall any Alabama Student Grant Program funds be utilized by an approved institution or an eligible student for religious, sectarian or denominational purposes. Approved institutions receiving Alabama Student Grant Program funds shall segregate such funds in a special revenue account and shall identify nonsectarian expenditures of such funds.

Authors: Joseph T. Sutton, Henry J. Hector, Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed March 9, 1992. Amended: Filed, Effective.

300-4-3-.05 Proration Of Funds.

(1)   The deadline for receipt of certified awards lists from approved institutions for Fall Term shall be October 15. From the certified award lists in the ACHE office on

October 16, the anticipated number of grant recipients shall be calculated. Available funds shall be prorated and a Yearly Maximum Award Payment (YMAP) calculated, with the assumption that all eligible students reported shall be enrolled for the full school year. Students enrolled in a semester term shall receive one-half (1/2) of their YMAP. Students enrolled in a quarter term shall receive one-third (1/3) of their YMAP.

(2)   Second semester or quarter certified award lists should be forwarded to ACHE by the approved institution as soon as the necessary information is available, but no later than March 15. For the second term, students enrolled in a semester term shall receive one-half (1/2) of their YMAP, and students enrolled in a quarter term shall receive one-third (1/3) of their YMAP.

(3)   Third quarter certified award lists should be forwarded to ACHE by the approved institution as soon as the necessary information is available, but no later than May 15. For the third quarter, students shall receive one-third (1/3) of their YMAP.

(4)   The deadline for receipt of certified award lists from approved institutions for summer term shall be July 1. From the certified award lists in the ACHE Office on July 2, the anticipated summer award shall be calculated from any funds available. Pro rata grants shall be awarded to all eligible students who did not receive maximum grant payments for two (2) semesters or three (3) quarters during the school year, and thus, did not previously receive the YMAP.

Author: Joseph T. Sutton; Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed, Effective.

NO CHANGES PROPOSED FOR 300-4-3-.06

300-4-3-.06 Refund Policies And Procedures. Funds are considered received by a student when the ASGP check is delivered to the student, or when the institution credits an ASGP payment to the student's account.

(a)   If a student whose eligibility for a grant has been certified by an approved institution becomes ineligible for a grant before the expiration of the institutional tuition refund period, the grant funds shall not be delivered to the student but shall be returned to the Alabama Student Grant Program.

(b)   If a student becomes ineligible for a grant at an approved institution after funds are received by the student (following certification as eligible for an Alabama Student Grant Program award) prior to the end of the academic term and who is entitled to a refund in accordance with the institution's written refund policy, the student or the institution shall refund to the Alabama Student Grant Program any portion of the grant payment that exceeds the institution's direct charges to the student for the period of actual enrollment.

(c)   Should a student drop below full-time enrollment to half-time status before the expiration of the institutional refund period (after being certified as full-time by the approved institution), the student shall receive one-half (1/2) of the YMAP for that term.

(d)   If a student who drops below full-time enrollment to half-time status after funds are received by the student (following certification as full-time by the approved institution) and is entitled to a refund on reduced charges in accordance with the institution's written refund policy, the student or the institution shall refund to the Alabama Student Grant Program the difference between the amount of grants in full-time students as compared to half-time students for that particular term.

(e)   Each refund payment to the Alabama Student Grant Program shall include:

1.   The name of the approved institution involved;

2.   The name and Social Security number of the student;

3.   The action which necessitated the refund, and the date of that action;

4.   The direct institutional charges to the student for the academic term involved;

5.   The amount of the student's grant payment for that term; and

6.   The amount of the refund due the Alabama Student Grant Program.

Authors: Joseph T. Sutton, Henry J. Hector
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed March 9, 1992.

NO CHANGES PROPOSED FOR 300-4-3-.07

300-4-3-.07 Review Procedures.

(1)   The institutional review will enable the reviewer to express an opinion of the administrative controls and of the compliance aspects of the Alabama Student Grant Program at the approved institution.

(2)   The primary objectives identified for the reviewer performing institutional reviews are:

(a)   To determine whether the institution's reports present information accurately and in conformity with the Alabama Student Grant Program Regulations, and whether all reports are prepared on a consistent basis from one period to the next;

(b)   To determine whether the institution has implemented, and is utilizing, reasonable procedures and internal controls for effectively discharging management responsibilities and for adequately protecting the state's interest;

(c)   To review institutional records and report on areas of noncompliance; and

(d)   Based upon the review, to provide constructive recommendations to the institution.

(3)   The institution shall make all records and information relative to the Alabama Student Grant Program available to the reviewer.

(4)   A written report shall be provided by the reviewer to the institution and shall include:

(a)   Any findings of inaccuracies in institutional reports;

(b)   Any inconsistencies in institutional reports;

(c)   Conclusions regarding the adequacy of administrative controls;

(d)   Any areas of noncompliance; and

(e)   Recommendations for improvement.

(5)   If the approved institution does not concur with all items in the written review report, a written appeal should be submitted to the executive director of ACHE.

(6)   When an institutional review reveals sufficient problems pertaining to the Alabama Student Grant Program at an institution, the executive director of ACHE may:

(a)   Impose a temporary suspension of grant payments to the approved institution;

(b)   Suspend the institution from participation in the Program for an indefinite period of time;

(c)   Demand payment of any Alabama Student Grant Program funds to a student or repayment of funds to the State of Alabama to remedy a violation of applicable laws, regulations, agreements, or operating procedures; or

(d)   Refer any problems to the Attorney General of the State of Alabama for appropriate legal action.

(7)   A suspended institution may request a hearing by the Commission. The institution shall be notified in writing of the time and place of such ACHE hearing.

(8)   After such hearing, ACHE shall determine (at an official meeting of the Commission) whether to:

(a)   Continue the suspension pending the receipt of any additional information the Commission may require;

(b)   Continue the executive director's suspension subject to limitations or exceptions,

(c)   Revoke or lift the suspension and restore the institution or academic program to full participation as authorized under the regulations;

(d)   Terminate the institution's eligibility for an indefinite period of time;

(e)   Demand payment of any Alabama Student Grant Program funds to a student or repayment of funds to the State of Alabama to remedy a violation of applicable laws, regulations, agreements, or operating procedures; or

(f)   Take any other appropriate action the Commission deems necessary, including referral to the Attorney General of the State of Alabama for appropriate legal action.

Author: Joseph T. Sutton
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982.

NO CHANGES PROPOSED FOR 300-4-3-.08

300-4-3-.08 Maintenance Of Records.

(1)   Each approved institution shall establish and maintain on a current basis adequate records which reflect all transactions with respect to program and fiscal activity as they relate to the administration of the Alabama Student Grant Program. The records must be maintained in such a manner as to identify all program and fiscal transactions separately from other institutional activities and funds.

(2)   The records for any award period shall be retained for a period of five (5) years following the date of submission of the institutional award list, unless a longer retention period is necessitated because of program review or audit resolution problems. In the event an approved institution closes or otherwise ceases operation and fails to matriculate students, institutional ASGP records of the approved institution shall be forwarded to ACHE for retention.

(3)   Forms must be used to gather data in a uniform manner from each applicant; such forms shall contain information relative to all eligibility criteria for an ASGP award. Fiscal records pertaining to the operation of the Alabama Student Grant Program at an approved institution must be maintained in a manner which provides a clear audit trail.

(4)   The Executive Director of the Alabama Commission on Higher Education, or any of the Director's duly authorized representatives, will have access, for the purpose of review and examination, to Alabama Student Grant Program records and supporting documents maintained by the approved institution.

(5)   The records involved in any claim or expenditure which has been questioned by program review or by state audit must be retained until resolution of any such review or audit questions.

Author: Joseph T. Sutton
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 15, 2019

DECISION ITEM: TU-1 <u>Request to Amend Post-Implementation Conditions:
Troy University, Bachelor of Arts in Spanish
(CIP 16.0905)</u>

<u>Staff Presenter:</u> Margaret Pearson
Academic Program Review Analyst

<u>Staff Recommendation:</u> That the Commission approve the request to amend
post-implementation conditions, as follows:

1) That an additional two-year review period (2018-19
and 2019-2020) for the program be granted.

2) In this additional review period, the program will
meet a post-implementation condition of 7.5 annual
graduates, revised from the original condition of 8
graduates.

That the institution will submit, no later than September
1, 2020, a post-implementation report, demonstrating
that the program met the post-implementation conditions
for graduates for the specified period.

<u>Background:</u> The Bachelor Arts in Spanish (CIP 16.0905)
was approved by the Commission on March 15, 2013.
The program was implemented in August 2013, as
approved by the Commissioners.

The program did not meet post-implementation
conditions for graduates. The conditions were met for
enrollments, employment, and the submission of an
overall assessment of the program. The post-
implementation report was filed with the Commission on
August 30, 2018.

Troy has met three of the four post-implementation
conditions for this program. Troy states that while there
has been a slower than anticipated graduation rate,
there has been a greater than expected growth in
enrollments and increased student retention. Student
interest in the program remains strong.

Faculty and administration have worked together to
refine the Spanish major degree map to include a
progressive order of courses with consistent availability.
Troy officials have carefully reviewed course
descriptions and listings in the school's academic
catalog, and are working together to place increased
emphasis on student advisement and degree planning.

According to Troy officials, there are currently 30
Spanish majors in the program. These enrollment
numbers project additional graduates sufficient to meet
or exceed the original graduate projections in the next
two years.

The request is for a two-year timeframe extension to achieve the graduation figure annual average figure of 7.5, revised from the original request of 8 graduates.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.

2. Unpublished post-implementation reports and post-implementation requests for Troy University. Available upon request.

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

Summary of Report on Post-Implementation Conditions

Troy University (2018 Report)

- Program: Bachelor of Arts in Spanish (CIP 16.0905)

Approved by Commission: March 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 will be at least 13 based on the proposal.

2. That the average number of graduates for the academic years 2013-14 through 2017-18 five-year average) will be at least 8, based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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.

Bachelor of Arts in Spanish (CIP 16.0905)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2013-14 through and 2017-18	Percentage of Graduates Employed in The Field
Required	13	8	75%
Reported	15	4	80%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: Eighty percent of the graduates were successful in acquiring related employment or were continuing their education.

Condition 4: The assessment condition has been met. Student outcomes were assessed through multiple measures. Formal rubrics were used to measure and document progress regarding the student learning outcomes. A jury process was also used for mentoring and measuring individual student progress. Assessment data indicates that the performance targets have been met.

DECISION ITEM: TU-2

Request to Amend Post-Implementation Conditions:
Troy University, Bachelor of Science in Physics
(CIP 40.0801)

Staff Presenter:

Margaret Pearson
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the request to amend
post-implementation conditions, as follows:

1) That an additional two-year review period (2018-19
and 2019-2020) for the program be granted.

2) In this additional review period, the program will
meet a post-implementation condition of 7.5 annual
graduates, revised from the original condition of 8
graduates.

That the institution will submit, no later than September
1, 2020, a post-implementation report, demonstrating
that the program met the post-implementation conditions
for graduates for the specified period.

Background:

The Bachelor of Science in Physics (CIP 40.0801)
was approved by the Commission on June 14, 2013.
The program was implemented in August 2013, as
approved by the Commissioners.

The program did not meet post-implementation
conditions for graduates. The conditions were met for
enrollments, employment, and the submission of an
overall assessment of the program. The post-
implementation report was filed with the Commission on
August 29, 2018.

Troy University has met three of the four post-
implementation conditions for this program, Troy states
that the Physics program is highly structured with
multiple pre-requisite courses that must be taken in
sequence. This structure makes it unlikely that new
students in the program will graduate before the fourth
year of the program's existence.

According to Troy officials, based on current
enrollments, graduation rates are expected to increase.
At present, Troy officials project at least 30 graduates in
years six through nine. Additionally, faculty members
from the Physics program are working with 40 local high
school teachers to increase awareness of STEM
programs, which is expected to result in an increase
interest in Physics.

The request is for a two-year timeframe extension to
achieve the graduation figure annual average figure of
7.5, revised from the original request of 8 graduates.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.

2. Unpublished post-implementation reports and post-implementation requests for Auburn University at Montgomery. Available upon request.

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

Summary of Report on Post-Implementation Conditions

Troy University (2017 Report)

- Program: Bachelor of Science in Physics (CIP 40.0801)

Approved by Commission: June 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 will be at least 9, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 8, based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Science in Physics (CIP 40.0801)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through and 2017-18	Percentage of Graduates Employed in The Field
Required	9	8	75%
Reported	22	1	100%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: One-hundred percent of the graduates were successful in acquiring related employment or were continuing their education.

Condition 4: The assessment condition has been met. Student outcomes were assessed through multiple measures. Formal rubrics were used to measure and document progress regarding the student learning outcomes. A jury process was also used for mentoring and measuring individual student progress. Assessment data indicates that the performance targets have been met.

DECISION ITEM: UNA-1 <u>University of North Alabama, Master of Science in Sport and Recreation</u>
<u>Management (CIP 31.0504)</u>

<u>EXECUTIVE SUMMARY</u>

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

Program Description: The purpose of the M.S. in Sport and Recreation Management is to cultivate students' theoretical knowledge and practical skills necessary to play a pioneering role in various segments of the sport industry. Students in the proposed program will learn to become global leaders who serve in the world of sport and recreation by improving their capabilities in understanding front office management and the business theory behind sports. This program, offered solely online, will offer two distinct concentrations for students to receive a well-rounded education from which students will be well prepared to continue their studies at the doctoral level or become professionals across a diverse field. This program will allow students to have master level competencies in the areas of sport and/or recreation management.

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

Mode of Delivery: The proposed program will be offered online only. Via the online only route, Canvas and the Collaborator Classroom will be utilized, as well as Quality Matters (QM) certified courses through the University of North Alabama's QM evaluators.

Similar Programs: Programs similar to the proposed listed at CIP 31.0504 can be found at the following institutions: Jacksonville State University: MS in Sport Management; Troy University: MS in Sport and Fitness Management; and University of South Alabama: MS in Sport Management.

Collaboration: There are no plans to collaborate with other institutions at this time. However UNA is open to the possibility of establishing collaborative ventures with other institutions in the future.

Resources: The proposal projected that a total of $0 in estimated new funds will be required to support the proposed program. A projected total of $124,206 in new funds will be available from tuition.

Public Review: The program was posted on the Commission website from January 10 until January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program is a result of elevating a current option in Sport Management to program status.

2. The program will not lead to teacher certification; however, graduates of the program will be prepared to seek employment within the field of education, mainly as teachers or coordinators in private schools or other educational entities, including corporate training and development.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 15, 2019

DECISION ITEM: UNA-1   <u>University of North Alabama, Master of Science in Sport and Recreation Management (CIP 31.0504)</u>

<u>Staff Presenter:</u>   Margaret Pearson
Academic Program Review Analyst

<u>Staff Recommendation:</u>   That the Commission approve the proposed Master of Science in Sport and Recreation Management.

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

<u>Implementation Date:</u> The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by September 15, 2021, 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.

<u>Post-Implementation Conditions:</u>

1. That the annual average new enrollment headcount beginning 2020-21, will be at least 4 based on the proposal.

2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).

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

The University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

<u>Supporting Documentation:</u>   1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. University of North Alabama program proposal, received November 19, 2018. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: University of North Alabama							
PROGRAM: Master of Science in Sport and Recreation Management (CIP 31.0504)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	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							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$5,868	$5,868	$15,648	$17,604	$23,472	$26,406	$29,340	$124,206
TOTAL	$5,868	$5,868	$15,648	$17,604	$23,472	$26,406	$29,340	$124,206

ENROLLMENT PROJECTIONS
Note: "New Enrollment Headcount" Is denned as unduplicated counts across years.

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year-1 No data reporting required	2	4	6	8	9	10	7
PART TIME HEADCOUNT	Year-1 No data reporting required	2	2	2	2	2	2	2
HEADCOUNT	Year-1 No data reporting required	4	6	8	10	11	12	9
NEW ENROLLMENT HEADCOUNT	Year-1 No data reporting required	2	3	4	5	6	6	4

Enrollment Projections
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year-1 No data reporting required	2	4	6	7	8	9	6

Attachment 2

Summary of Background Information

Master of Science in Sport and Recreation Management
University of North Alabama

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

Program Description: The purpose of the M.S. in Sport and Recreation Management is to cultivate students' theoretical knowledge and practical skills necessary to play a pioneering role in various segments of the sport industry. Students in the proposed program will learn to become global leaders who serve in the world of sport and recreation by improving their capabilities in understanding front office management and the business theory behind sports. This program, offered solely online, will offer two distinct concentrations for students to receive a well-rounded education from which students will be well prepared to continue their studies at the doctoral level or become professionals across a diverse field. This program will allow students to have master level competencies in the areas of sport and/or recreation management.

Assessment: Students in the proposed Sport and Recreation program are expected to demonstrate the following competencies:

1. Students will be able to demonstrate an understanding of theoretical foundations and their practical application (content knowledge).
2. Students will be able to articulate, in written form and verbally, knowledge learned and apply it to the management and business of sport and recreation (written and oral communication).
3. Students will demonstrate the ability to use technology to assist in completion of presentations (technology).
4. Students will be able to critically reflect and demonstrate the ability to work independently as well as collaboratively in teams (work independently and collaboratively).
5. Students will demonstrate an understanding and appreciation for ethical behavior in a sport/recreation business setting (ethics).
6. Students will demonstrate and apply concepts and legal actions to a variety of situations in sport/recreation management scenarios (risk management and legal aspects courses).

Administration: The program will be administered by Dr. Katie Kinney, Dean, College of Education; and the Department of Health, Physical Education, & Recreation, Dr. J. Matthew Green, Chairperson.

Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). There was no opposition to the proposed program.

Accreditation: There is no specialized accrediting body for the proposed program.

Curriculum: Program Completion Requirements**:**

Credit hours required in major courses:	12
Credit hours required in minor:	N/A
Credit hours required in support courses:	12
Credit hours in institutional general education or core curriculum:	N/A
Credit hours in required or free electives:	0-6
Credit hours for thesis or dissertation:	0-6
Total Credit hours:	**30**

According to the program proposal, a comprehensive exam requirement is required for students on the non-thesis routes only. The purpose of the comprehensive exam to measure the student's knowledge and ability to apply this knowledge is in line with a Mastery level of course completion. The non-thesis route requires that students either work in an intensive internship or take courses as directed by their advisor. Internships require a minimum of 200 hours of field experience. The thesis route requires that students complete a thesis on a topic within the realm of sport and/or recreation management. The thesis, upon completion, is expected to be reviewed by an academic journal, and potentially published.

Collaboration: There are no plans to collaborate with other institutions at this time. However UNA is open to the possibility of establishing collaborative ventures with other institutions in the future.

Distance Education: The proposed program will be offered online only. Via the online only route, Canvas and the Collaborator Classroom will be utilized, as well as Quality Matters (QM) certified courses through the University of North Alabama's QM evaluators.

Admissions: Test scores: a score of 388 on the Miller Analogies Test, a score of 146 on the Verbal and 140 on the Quantitative portions of the Graduate Record Examination, or a passing score on the appropriate PRAXIS II subject area test. International students must submit satisfactory scores of 146 on the Verbal and 140 on the Quantitative portions of the Graduate Record Examination and scores of either 550 (paper-based), 213 (computer-based) or 79 (internet-based) on the TOEFL examination. Candidates with less than the recommended grade point average or test score may be admitted based upon a sliding scale, which specifies particular grade point averages and corresponding test scores.

Scholastic achievement: minimum overall grade point average of 3.0 (4.0 scale) on undergraduate work. If candidate meets both standards (MAT/GRE score and undergraduate grade point average requirements), he/she may be unconditionally admitted. If a candidate meets only one of the prescribed standards for admission he/she may be conditionally admitted as outlined above. The candidate must then successfully complete 9 hours of graduate credit achieving a grade point average of 3.0 or above in order to be moved to unconditional status.

Preparation: possession of bachelor's degree or equivalent in an appropriate field of study from an institution that is accredited by one of the six U.S. regional accrediting associations, by one of the agencies recognized as an accrediting agency by the U.S. Department of Education, or by an appropriate governmental agency in the country in which the institution is located. Any exceptions to this policy require the approval of the Dean of the College of Education and Human Sciences. Note: International students must submit either a WES or ECE evaluation to determine if any additional prerequisite courses are needed. If a survey of special education course was completed for prior level certification, another approved diversity course is required.

Recommendations: three letters of recommendation to be sent to the Chair, Department of Health, Physical Education, and Recreation from professionals that can attest to the candidate's academic ability and potential for success as a graduate student.

Essay: type written, maximum two pages, to be sent to the Chair, Department of Health, Physical Education, and Recreation addressing these three questions:
   a. Why the candidate wishes to be considered for admission to the graduate program;
   b. How completion of a graduate degree supports the candidate's career goals; and
   c. What the candidate can bring to this graduate program.

Need: Preparing students within the State of Alabama for a career or further academic inquiry into Sport & Recreation Management is limited across the state. Currently, there are no recreation management master's degrees listed across the State of Alabama, thus showing a need which will be met through this unique Sport and Recreation Management master's degree. Within the encompassing degree itself, this master's program includes various aspects unique to similar degrees, including dedicated qualitative and quantitative methods courses, course aspects encompassing organizational theory, accounting, communications across specifically sport-related online entities/webpages, and risk management. Within all of the core coursework offered in this degree program, every single core course will have an emphasis

within both Sport and Recreation Management, which in itself makes the entire program unique from any other course offerings across the State of Alabama.

Student Demand: There has been 167 percent increase in undergraduate and graduate enrollment (89 in 2013; 149 in 2018) since 2013. 62.5 percent of current graduate students stated that fully online programs in Sport and Recreation Management would be more desirable compared to fully face-to-face (in class) programs. In addition, about 83 percent of junior and senior students in the undergraduate program expressed interest in pursuing a master's degree in 2 or 3 years.

Resources:

Faculty:
Current Primary Faculty—
    Full-time: 3
    Part-time: 0
Support Faculty—
    Full-time: 1
    Part-time: 0

Additional Faculty to Be Hired:
Primary Faculty—
    Full-time: 0
    Part-time: 0

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

Assistantships: No assistantships or fellowships are planned for students in the proposed program.

Equipment: There will be no need for new equipment.

Facilities: There will be no need for new facilities.

Library: According to the proposal, the Collier Library at UNA offer 100s of Sport and Recreation Management related journals to students in the proposed program.

Program Budget: The proposal projected that a total of $0 in estimated new funds will be required to support the proposed program. A projected total of $124,206 will be available from tuition.

Attachment 3

Curriculum
Master of Science in Sport and Recreation Management
University of North Alabama

SRM 550: Qualitative Research Methods in SRM	3	*
SRM 555: Quantitative Research Methods in SRM	3	*
SRM 665: Risk Management in SRM	3	*
SRM 675: Legal Issues in SRM	3	Existing Course Change (HPE 670- Legal Issues and the Health and Physical Education Profession)
Sport Management Concentration Area (12 Hours)		
SRM 600: Marketing in SRM	3	Existing Course Change (SRM 600- Sport Marketing & Finance)
SRM 605: Media Relations in SRM	3	Existing Course Change (SRM 605- Sport Communication & Media Relations)
SRM 610: Sport Facility Planning and Organizational Behavior	3	Existing Course Change (Sport Facility Planning & Management)
SRM 615: Finance & Accounting in SRM	3	*
Recreation Management Concentration Area (12 Hours)		
SRM 602: Recreation, Event, & Tourism Management	3	*
HPE 638: Stress Management	3	Existing Course (Currently Offered Online)

HPE 510: Health Promotion	3	Existing Course (Currently Offered Online)
HPE 675: Administration of Health and Physical Education Related Programs	3	Existing Course (Formatted for Online Delivery)
Thesis or Non-Thesis Routes (12 Hours)		
Thesis Route (6 Hours)		
SRM 695: Thesis	6	*
Non-Thesis Route (6 Hours)		
SRM 693: Comprehensive Exams	0	*
SRM 685: Internship	6	*
SRM 544: Recreation for Special Populations	3	Existing Course (Formatted for Online Delivery)
SRM 600: Marketing in SRM	3	Existing Course
HPE 601: Advanced Coaching Techniques	3	Existing Course Change (Formatted for online delivery)
SRM 602: Recreation, Event, & Tourism Management	3	*
SRM 605: Media Relations in SRM	3	Existing Course Change (SRM 605- Sport Communication & Media Relations)
SRM 610: Sport Facility Planning and Organizational Behavior in SRM	3	Existing Course Change (Sport Facility Planning & Management)
SRM 615: Finance & Accounting in SRM	3	*
SRM 650: eCommunications in Sport	3	*
SRM 655: Sport Consumer Behavior	3	*
HPE 675: Administration of Health and Physical Education Related Programs	3	Existing Course (Formatted for Online Delivery)
HPE 680: Trends and Issues in HPE and Related Disciplines	3	Existing Course
HPE 690: Independent Study	3	Existing Course (Formatted for Online Delivery)

Total Hours – 30

DECISION ITEM: UNA -2   University of North Alabama, Bachelor of Science in Fashion
Merchandising and Design (CIP 19.0901)

EXECUTIVE SUMMARY

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

Program Objective/Description: The proposed Bachelor of Science in Fashion Merchandising and Design will transition the Fashion Merchandising concentration to a stand-alone bachelor's degree that will incorporate a core of design course work, which will prepare students for a greater variety of careers in the fashion industry. The proposed program is in line with UNA's mission to provide educational opportunities for students, an environment for discovery and creative accomplishment, and a variety of outreach activities meeting the professional, civic, social, cultural, and economic development needs of our region in the context of a global community.

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

Mode of Delivery: According to the proposal, this program will be taught primarily on campus with a few courses utilizing distance technology.

Similar Programs: Other similar programs listed in the Academic Program Inventory are located at CIP code 19.0901 (University of Alabama: Bachelor of Science in Human Environmental Sciences) and CIP code 19.0905 (Auburn University, Bachelor of Science in Apparel, Merchandising, Design, and Production Management).

Collaboration: According to UNA officials, no collaborations have been identified at this time; however, collaborations will be explored if a need or opportunity arises.

Resources: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $299,160 will be available through tuition.

Public Review: The program was posted on the Commission website from January 10 through January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed degree program will prepare students for careers in retail, manufacturing, wholesaling, visual merchandising, marketing, design, styling, and other areas of creative expression in the fashion industry.

2. The program will meet the demand for expected job growth in the fashion industry in the State of Alabama. The Alabama Department of Labor projects approximately 4,000 jobs in the fashion industry in the state by 2026.

DECISION ITEM: UNA-2

<u>University of North Alabama, Bachelor of Science in Fashion Merchandising and Design (CIP 19.0901)</u>

<u>Staff Presenter</u>:

Margaret Pearson
Academic Program Review Analyst

<u>Staff Recommendation</u>:

That the Commission approve the proposed Bachelor of Science in Fashion Merchandising and Design with tracks in Fashion Merchandising and Apparel Design.

Consistent with Commission policy and operational definitions, concentrations/tracks in the program will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

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

<u>Implementation Date</u>: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by September 15, 2021 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:

<u>Post-Implementation Conditions</u>:

1. That the annual average new enrollment headcount for years 2020-21 through 2025-26, will be at least 5, based on the proposal.

2. That the annual average number of graduates for the period 2020-21 through 2025-26 (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 (2).

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

The University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

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 December 11, 2018. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: University of North Alabama							
PROGRAM: Bachelor of Science, Fashion Merchandising & Design (CIP 19.0901)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
FACULTY	$0	$0	$0	$0	$0	$0	$00	$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							
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$24,930	$24,930	$33,240	$41,550	$49,860	$58,170	$66,480	$299,160
TOTAL	$24,930	$24,930	$33,240	$41,550	$49,860	$58,170	$66,480	$299,160

ENROLLMENT PROJECTIONS *Note: "New Enrollment Headcount" is defined as unduplicated counts across years.*							
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	**6-YEAR AVERAGE**
FULL TIME HEADCOUNT	Year 1 - No data reporting required	5	6	7	8	9	9	7
PART TIME HEADCOUNT	Year 1 - No data reporting required	2	3	4	5	6	7	5
TOTAL HEADCOUNT	Year 1 - No data reporting required	7	9	11	13	15	16	12
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	7	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.*							
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	7	8	9	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Science in Fashion Merchandising and Design
University of North Alabama

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

Program Objective: The proposed Bachelor of Science in Fashion Merchandising and Design will transition the Fashion Merchandising concentration to a stand-alone bachelor's degree that will incorporate a core of design course work, which will prepare students for a greater variety of careers in the fashion industry. The proposed program is in line with UNA's mission to provide educational opportunities for students, an environment for discovery and creative accomplishment, and a variety of outreach activities meeting the professional, civic, social, cultural, and economic development needs of our region in the context of a global community.

According to the Student Learning Outcomes associated with the program, students will:

1) Demonstrate critical thinking and decision-making skills in a variety of merchandising settings and retail situations.

2) Analyze current retail business trends and the global retail perspective.

3) Demonstrate communication skills in presenting ideas and communication, the thought process used in decision making.

4) Demonstrate knowledge of fashion merchandising and apparel design.

5) Apply knowledge of textiles in decision making for patterns and designs.

6) Demonstrate a knowledge of global perspective and trends in textile and retail.

7) Apply effective merchandising strategies to attract a diverse consumer population.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Carmen Burkhalter, Dean; and the Department of Visual Arts and Design, Mr. Anthony Crisafulli, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). There were no objections to the NISP or program proposal.

Accreditation: According to the proposal, there are no recognized accrediting bodies for Fashion Merchandising; however, UNA officials may seek accreditation for the concentration in Apparel Design.

Curriculum: A total of four new courses will be added to the program: FASH 440-Sustainability in Fashion (3hrs); FASH 330-Apparel Illustration (3hrs); FASH 331-Computer Aided Design for Apparel Patterns (3hrs); FASH 442-Product Development: Technical Design (3hrs); and FASH 451-Draping (3hrs).

Program Completion Requirements:

Credit hours required in major courses	42-43
Credit hours required in the minor	18
Credit hours in institutional general education or core curriculum	60
Credit hours required in support courses	0
Credit hours in required or free electives	0
Total credit hours required for completion	120-121

Collaboration: According to UNA officials, the university is always open to collaboration and is willing to explore these options in the future.

Distance Education: According to the proposal, this program will be taught primarily on campus with a few courses utilizing distance technology.

Admissions: The proposed program has no special admission requirements.

Need: No other program in the state offers a B.S. in Fashion Merchandising and Design. According to UNA officials, while the proposed program will offer similar course work to the program at Auburn University, the proposed program will offer a unique combination of course work that will focus equally on merchandising and design, which will prepare students for a greater variety of careers in the fashion industry.

The proposed program will help meet the demand for the expected growth in job in the fashion industry in the state. The Alabama Department of Labor projects that there will be approximately 4,000 jobs in the fashion industry in the State of Alabama and over 240,000 in the SREB region by 2026. Additionally, the proposed program be located in a different service region than the programs at Auburn and Alabama and more readily allow students in the north Alabama region to pursue this degree.

Student Demand: A survey was conducted to determine student demand in regards to the proposed program. A total of 94 current Human Sciences, Hospitality, and Design students completed the survey. A total of Sixty-seven (67) of the respondents indicated interest in a stand-alone bachelor's degree rather than a concentration.

Faculty:

Current Primary Faculty—
     Full-time: 1
     Part-time: 0
Support Faculty—
     Full-time: 0
     Part-time: 1
Additional Faculty to be hired:
Primary Faculty—
     Full-time: 0
     Part-time: 0
Support Faculty—
     Full-time: 0
     Part-time: 0

Support Faculty: No further staff support is anticipated.

Equipment: No special equipment is needed at this time.

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

Library: The libraries at the University of North Alabama (UNA) currently house more than 349,000 cataloged volumes, including 56,283 bound periodical volumes. The libraries' holdings also include 1,081,886 microform units (including government documents in microform) and more than 401,000 electronic books. The libraries provide current access to more than 32,395 periodical titles, the vast majority in electronic format. The library's physical collection of audiovisual and other media materials contains more than 12,900 items; physical holdings are supplemented by more than 34,000 streaming videos and thousands of streaming audio files. The libraries also provide access to 150 electronic databases, including the databases of the Alabama Virtual Library. The libraries' collections are enhanced by UNA's participation in the Network of Alabama Academic Libraries (NAAL), LYRASIS (the nation's largest regional membership organization serving libraries), and the Online Computer Library Center (OCLC). Materials not available locally can be obtained through interlibrary loan (ILL) services, which are made available to students and faculty free of charge.

Program Budget: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $299,160 will be available through tuition.

Attachment 3

University of North Alabama
Bachelor of Science in Fashion Merchandising and Design

FASHION MERCHANDISING TRACK – 120 credit hours

General Education Requirements   **41 hours**

A1

____ **EN 111** – First Year Composition I (3)
____ **EN 112** – First Year Composition II (3)

A2

____ **COM 201** – Fundamentals of Speech (3)
____ **Fine Arts** (3)
____ **Literature Option I** (3)
____ **Literature Option II or Humanities Option** (3)

A3

____ **Math Option** (3)
____ **Natural Science Option I** (4)
____ **Natural Science Option II** (4)

A4

____ **History Option I** (3)
____ **History Option II** (3)
____ **Social & Behavioral Science Option I** (3)
____ **Social & Behavioral Science Option II** (3)

A5 – Fashion Merchandising Track   **19 hours**

____ **FYE 101** - First Year Experience (1)
____ **CIS 125** - Business Applications of Microcomputer Software (3)
____ **AR 221** - Drawing I (3)
____ **AR 231** - Design I (3)
____ Electives 3 hours (Advisor approved)
____ Electives 3 hours (Advisor approved)
____ Electives 3 hours (Advisor approved)

Fashion Merchandising and Design CORE   **27 hours**

____ **FASH 241** - Textile Product Analysis (3) (FALL)
____ **FASH 320** - History of Dress and Adornment (3) (FALL odd years)
____ **FASH 340** - Textile Global Sourcing (3) (SPRING odd years)
____ **FASH 341W** - Textiles and Materials (3) (SPRING even years)
____ **FASH 350** - Advanced Apparel Construction (3) (SPRING)
____ **FASH 440** - Sustainability in Fashion (3) (FALL)
____ **FASH 470** - Senior Prep/Capstone (3) (SPRING)
____ **FASH 475** - Internship (6) (SUMMER)

Fashion Merchandising Track   **15 hours**
_____ **FASH 321** - Merchandising (3) (FALL)
_____ **FASH 322** - Visual Presentation (3) (SPRING)
_____ **FASH 325** - Social & Cultural Aspects of Dress (3) (FALL even years)
_____ **FASH 450** - Retail Buying (3) (SPRING)
_____ **FASH elective** – (3) (Apparel Design course, NYC trip, Fashion show)

Minor Required: _____   **18 hours**
_____
_____
_____
_____
_____
_____

TOTAL
Fashion Merchandising Track   **120 hours**

APPAREL DESIGN TRACK – 121 credit hours

General Education Requirements   **41 hours**

A1

___ **EN 111** – First Year Composition I (3)
___ **EN 112** – First Year Composition II (3)

A2

___ **COM 201** – Fundamentals of Speech (3)
___ **Fine Arts** (3)
___ **Literature Option I** (3)
___ **Literature Option II or Humanities Option** (3)

A3

___ **Math Option** (3)
___ **Natural Science Option I** (4)
___ **Natural Science Option II** (4)

A4

___ **History Option I** (3)
___ **History Option II** (3)
___ **Social & Behavioral Science Option I** (3)
___ **Social & Behavioral Science Option II** (3)

A5 – Apparel Design Track   **19 hours**
___ **FYE 101** - First Year Experience (1)
___ **CIS 125** - Business Applications of Microcomputer Software (3)
___ **AR 221** - Drawing I (3)
___ **AR 231** - Design I (3)
___ **AR 347** – Digital Media (3)
___ **AR 423** – Digital Portfolio Design (3)
___ Electives (3) (Advisor approved)

Fashion Merchandising and Design CORE   **27 hours**
___ **FASH 241** - Textile Product Analysis (3) (FALL)
___ **FASH 320** - History of Dress and Adornment (3) (FALL odd years)
___ **FASH 340** - Textile Global Sourcing (3) (SPRING odd years)
___ **FASH 341W** - Textiles and Materials (3) (SPRING even years)
___ **FASH 350** - Advanced Apparel Construction (3) (SPRING)
___ **FASH 440** - Sustainability in Fashion (3) (FALL)
___ **FASH 470** - Senior Prep/Capstone (3) (SPRING)
___ **FASH 475** - Internship (6) (SUMMER)

Apparel Design Track   **16 hours**
_____ **FASH 330** - Apparel Illustration (3) (FALL) (Prereq: AR 221)
_____ **FASH 331** - Computer Aided Design for Apparel Patterns (3) (FALL)
_____ **FASH 442** - Product Development: Technical Design (4) (SPRING)
_____ **FASH 451** - Draping (3) (SPRING)
_____ **FASH elective** – (3) (FASH courses, NYC trip, Fashion Show)

Minor Required: _____   **18 hours**
_____
_____
_____
_____
_____
_____

TOTAL
Apparel Design Track   **121 hours**

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 15, 2019

DECISION ITEM: UNA-3   University of North Alabama, Bachelor of Science in Hospitality and
Events Management (CIP 52.0901)

EXECUTIVE SUMMARY

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

Program Objective: The Bachelor of Science in Hospitality and Events Management is a program for individuals who want a career in the hospitality industry. These students will be better positioned to work in all of the various branches of the hospitality and event planning business, in both front-of-the-house and back-of-the-house, supervisory and management level positions. Employers in hospitality and event planning value individuals with a formal education in the field since they enter the workforce with both a background of theoretical knowledge and the practical skills required to work in the industry.

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

Mode of Delivery: According to UNA officials, students will be able to earn this degree in both the traditional classroom, completely online, or as a combination of both methods of course delivery.

Similar Programs: The following institutions have similar programs listed at CIP code 52.0901 in the Academic Program Inventory: Auburn University (BS in Hospitality Management); University of Alabama (BS in Hospitality Management); and the University of South Alabama (BS in Hospitality and Tourism Management).

Collaboration: Collaborations with other institutions have not been identified at this time; however, collaborations will be explored, if a need or opportunity arises.

Resources: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $299,160 will be available through tuition.

Public Review: The program was posted on the Commission website from January 10 through January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed degree program is the elevation of a current concentration in Hospitality Management.

2. According to the Bureau of Labor Statistics, the demand for graduates with the proposed degree is expected to grow as employment of meeting, convention, and event planners is projected to grow 11 percent from 2016-2026, faster than the average for all occupations.

3. The proposed program will support workforce development initiatives, and help meet the Alabama Department of Labor (ADOL) projected demand for an additional 9,709 hospitality and event planner positions in the State of Alabama by 2026.

DECISION ITEM: UNA-3   <u>University of North Alabama, Bachelor of Science in Hospitality and Events Management (CIP 52.0901)</u>

<u>Staff Presenter</u>:   Margaret Pearson
             Academic Program Review Analyst

<u>Staff Recommendation</u>:   That the Commission approve the proposed Bachelor of Science in Hospitality and Events Management.

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

             <u>Implementation Date</u>: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by September 15, 2021 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:

             <u>Post-Implementation Conditions</u>:

1. That the annual average new enrollment headcount for years 2020-21 through 2025-26, will be at least 5, based on the proposal.

2. That the annual average number of graduates for the period 2020-21 through 2025-26 (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 (2).

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

             The University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

<u>Supporting Documentation</u>: 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 December 11, 2018. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: University of North Alabama								
PROGRAM: Bachelor of Science in Hospitality and Events Management (CIP 52.0901)								

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**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								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**TOTAL**
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$24,930	$24,930	$33,240	$41,550	$49,860	$58,170	$66,480	$299,160
TOTAL	$24,930	$24,930	$33,240	$41,550	$49,860	$58,170	$66,480	$299,160

ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**6-YEAR AVERAGE**
FULL TIME HEADCOUNT	Year 1 - No data reporting required	4	5	7	7	8	8	7
PART TIME HEADCOUNT	Year 1 - No data reporting required	2	3	4	5	6	7	5
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	8	11	12	14	15	11
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	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.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	7	8	9	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Science in Hospitality and Events Management
University of North Alabama

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

Program Objective: The Bachelor of Science in Hospitality and Events Management is a program for individuals who want a career in the hospitality industry. These students will be better positioned to work in all of the various branches of the hospitality and event planning business, in both front-of-the-house and back-of-the-house, supervisory and management level positions. Employers in hospitality and event planning value individuals with a formal education in the field since they enter the workforce with both a background of theoretical knowledge and the practical skills required to work in the industry.

The following Student Learning Outcomes will be assessed in regards to the proposed program:

     a) Demonstrate competence in key operational and functional areas of the hospitality and events management industry.

     b) Describe the operations and customer base for various branches of the hospitality and events management industry.

     c) Communicate effectively in written, verbal, and digital media form to stakeholders.

     d) Identify legal risks associated with the hospitality and events management industry, and apply appropriate risk management techniques to minimize risks.

     e) Apply key management principles, knowledge, and skills through successful completion of an internship.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Carmen Burkhalter, Dean; and the Department of Visual Arts and Design, Mr. Anthony Crisafulli, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). There were no objections to the NISP or program proposal.

Accreditation: The Accreditation Commission for Programs in Hospitality Administration (ACPHA) is the key accrediting body for hospitality management/administration programs.

Curriculum: A total of 12 new courses will be added to the proposed program:

Managing Technology in Hospitality – 3hrs
Managing Hospitality Human Resources – 3hrs
Sustainability in Hotel, Restaurant, & Event Operations – 3hrs
Conventions, Meetings and Trade Show Management – 3hrs
Club Management – 3hrs
Food and Beverage Operations Management – 3hrs
Gaming and Casino Operations Management – 3hrs
Property Management – 3hrs
Senior Living Operations Management – 3hrs
Hospitality Senior Project – 3hrs
Textiles and Materials -3hrs

Internship I – 3hrs
Internship II – 3hrs

Program Completion Requirements:

Credit hours required in major courses	51
Credit hours in institutional general education or core curriculum	41
Credit hours required in support courses	17
Credit hours in required or free electives	11-12
Total credit hours required for completion	120-121

Collaboration: Collaborations with other institutions have not been identified at this time; however, collaborations will be explored, if a need or opportunity arises.

Distance Education: According to UNA officials, students will be able to earn this degree in both the traditional classroom, completely online, or as a combination of both methods of course delivery.

Admissions: The proposed program has no special admission requirements.

Need: Of the universities in Alabama which offer a Bachelor of Science in Hospitality Management, the nearest in proximity to the University of North Alabama is 125 miles away. UNA's location near the borders of Mississippi and Tennessee give it an opportunity to draw applicants to the program from those states. Additionally, 100 percent of the courses in the proposed program would be offered in a distance-learning format, allowing for potential students from across the nation.

According to the Bureau of Labor Statistics, the demand for Bachelor of Science in Hospitality and Events Management degrees is expected to grow, as employment of meeting, convention, and event planners is projected to grow 11 percent from 2016 to 2026, faster than the average for all occupations. Forbes magazine, indicates that employers in leisure and hospitality industries will hire 28 percent more workers, with job prospects being best for candidates with hospitality experience and a bachelor's degree in meeting and event management, hospitality, or tourism management.

Student Demand: Table 1 outlines enrollment data for the B.S. in Culinary, Nutrition, and Hospitality Management with a concentration in Hospitality Management for the last two years. There is an upward trend in the number of students enrolled in the concentration over the last two years, which is most likely attributable to a significant change in delineation of faculty responsibilities that occurred in fall 2016. In fall 2016, responsibility for the Hospitality Management concentration was assigned to one specific faculty member who actively promoted the concentration, to local area businesses, high school and two-year college programs, as well as across campus. It is hoped that this upward trend will continue and that the program will exceed its previous levels of enrollment.

	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2017
BS in CNHM – w/concentration in Hospitality Management	N/A	N/A	N/A	8	11

Faculty:
Current Primary Faculty—
  Full-time: 2
  Part-time: 0
  Support Faculty—
  Full-time: 0
  Part-time: 0

Additional Faculty to be hired:
Primary Faculty—
Full-time: 0
Part-time: 0
Support Faculty—
Full-time: 0
Part-time: 0

Support Faculty: No further staff support is anticipated.

 Equipment: No special equipment is needed at this time.

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

Library: The libraries at UNA house more than 351,273 cataloged volumes, including 56,658 bound periodical volumes. The libraries' holdings also include 1,082,476 microform units (including government documents in microform) and 305,498 electronic books. It provides access to more than 32,700 periodical titles, the vast majority in electronic format. The libraries' physical collection of audiovisual and other media materials contains more than 12,000 items; physical holdings are supplemented by more than 77,000 streaming videos and thousands of streaming audio files. The libraries also provide access to more than 180 electronic databases, including the databases of the Alabama Virtual Library, most of which are accessible remotely via the Internet.

Program Budget: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $299,160 will be available through tuition.

Attachment 3

University of North Alabama
Bachelor of Science in Hospitality and Events Management

General Education, Area I-IV	41	
Area V (19-20 credit hours)		
HEM 125 Managing Technology in Hospitality	3	*
HEM 102 Introduction to the Hospitality Industry	3	
HEM 200 Tourism Planning and Development	3	
HEM 202 Lodging Systems	3	
HEM 204 Managing Hospitality Human Resources	3	*
CAM 112 Food Safety and Sanitation	2	
Elective	2-3	
Core Courses	**60 credit hours**	
HEM 203 Sustainability in Hotel, Restaurant, & Event Operations	3	*
HEM 302 Security and Risk Management	3	
HEM 305 Resort Operations Management	3	
HEM 306 Conventions, Meetings and Trade Show Management	3	*
CAM 335 Event Planning and Management	3	
HEM 307 Club Management	3	*
HEM 308 Food and Beverage Operations Management	3	*
HEM 402 Lodging Management	3	
HEM 403 Hospitality Law	3	
HEM 404 Hospitality Organizational Management	3	
HEM 405 Gaming and Casino Operations Management	3	*
HEM 406 Property Management	3	*
HEM 407 Senior Living Operations Management	3	*
CAM 430 Food and Beverage Cost Control OR CAM 400 Hospitality Facilities Management OR CAM 455 Quantity Foods OR CAM 426 Advanced Pastries and Desserts	3	
CAM 465 W Hospitality Senior Project OR FASH 341 W Textiles and Materials	3	*
CAM 327 Internship I	3	*
CAM 427 Internship II	3	*
Elective 300/400 level	3	
Elective 300/400 level	3	
Total	120-121	

DECISION ITEM: UNA-4   University of North Alabama, Bachelor of Fine Arts in Interior
                        Architecture and Design (CIP 04.0501)

EXECUTIVE SUMMARY

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

Program Objective: The core objective of the proposed Bachelor of Fine Arts program is to prepare well rounded students for entry-level positions in the Architecture and Design industry, including Residential Design, Commercial Design, Hospitality Design, Healthcare Design, Lighting Design, Drafting and Construction Documentation, Interior Architectural Detailing, and Product Representation. This degree will transition the interior design concentration to a stand-alone bachelor's degree which will be more comprehensive and better prepare students for careers and/or advanced degrees in the field.

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

Mode of Delivery: The proposed program will be a combination of studio and seminar courses (18 studio courses, 11 seminar courses). Studio courses generally meet five hours a week, and seminar courses meet two to three hours a week. At least 80 percent of the program will be taught in-class, and a total of 20 percent will be available online.

Similar Programs: Similar programs listed in the Academic Program Inventory are located at Auburn University: Bachelor of Interior Architecture in Interior Architecture (CIP 04.0501); and the University of Alabama: Bachelor of Science in Human Environmental Science in Interior Design (CIP 50.0408).

Collaboration: According to UNA officials, the university is always open to collaboration and is willing to explore these options in the future.

Resources: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $1,745,100 will be available through tuition.

Public Review: The program was posted on the Commission website from January 10 through January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed degree program is an elevation of a current successful interior design concentration. The stand-alone BFA program will be more comprehensive and will better prepare students for careers and/or advanced degrees in the field.

2. Students who complete the proposed program will be eligible to become a Registered Interior Designer (RID). The Alabama Board for Registered Interior Designers require interior designers to pass the National Council for Interior Design Qualification examination to register as a RID.

DECISION ITEM: UNA-4   University of North Alabama, Bachelor of Fine Arts in
                              Interior Architecture and Design (CIP 04.0501)

Staff Presenter: Margaret Pearson
                              Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor
                              Fine Arts in Interior Architecture and Design.

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

                              Implementation Date: The proposed program will be
                              implemented in August 2019. Based on Commission
                              policy, the proposed program must be implemented by
                              September 15, 2021 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
                                  for years 2020-21 through 2025-26, will be at least 7,
                                  based on the proposal.

                              2. That the annual average number of graduates for the
                                  period 2020-21 through 2025-26 (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 (2).

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

                              The University of North Alabama (UNA) will be required
                              to phase out the program if any of the post-
                              implementation conditions are not met. The institution
                              must present documentation regarding the post-
                              implementation conditions, as well as a general
                              assessment of the program, in a report submitted to the
                              Commission no later than September 1, 2026.

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 December 11, 2018. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: University of North Alabama								
PROGRAM: Bachelor of Fine Arts in Interior Architecture and Design (CIP 04.0501)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**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								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**TOTAL**
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$1,745,100
TOTAL	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$1,745,100

ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**6-YEAR AVERAGE**
FULL TIME HEADCOUNT	Year 1 - No data reporting required	12	13	14	15	16	17	15
PART TIME HEADCOUNT	Year 1 - No data reporting required	2	2	2	2	2	2	2
TOTAL HEADCOUNT	Year 1 - No data reporting required	14	15	16	17	18	19	17
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	7	7	7	7	7	7	7

DEGREE COMPLETION PROJECTIONS Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	7	8	9	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Fine Arts in Interior Architecture and Design
University of North Alabama

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

Program Objective: The core objective of the proposed Bachelor of Fine Arts program is to prepare well rounded students for entry-level positions in the Architecture and Design industry including Residential Design, Commercial Design, Hospitality Design, Healthcare Design, Lighting Design, Drafting and Construction Documentation, Interior Architectural Detailing, and Product Representation. This degree will transition the interior design concentration to a stand-alone bachelor's degree, which will be more comprehensive and better prepare students for careers and/or advanced degrees in the field.

Student Learning Outcomes associated with the program are as follows:

- ✓ Exhibit the characteristics of well-rounded design professionals with global perspectives.

- ✓ Implement principles of health, safety, and general welfare in the built environment to improve quality of life.

- ✓ Design interior spaces that serve a wide variety of circumstances, individuals, and uses.

- ✓ Exhibit an understanding of the principles of sustainability as evidenced in the built environment.

- ✓ Produce construction documents, contract documents, and presentation media to effectively communicate design solutions.

- ✓ Demonstrate the ability to communicate and collaborate with related professionals in the design of residential and non-residential projects.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Carmen Burkhalter, Dean; and the Department of Visual Arts and Design, Mr. Anthony Crisafulli, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). There were no objections to the NISP or program proposal.

Accreditation: According to UNA officials, the existing concentration in Interior Design within the Human Environmental Sciences bachelor's program is currently accredited by the Council for Interior Design Accreditation (CIDA) and the National Association of Schools of Art and Design (NASAD). The program is also a founding member for the National Kitchen and Bath Association (NKBA - formerly an accrediting body) affiliated schools.

Curriculum: The following new courses will be added to the program: Interior Details: Furniture and Millwork Design; and the History of Interior Architecture & Design I and II.

Program Completion Requirements:

Credit hours required in major courses	64
Credit hours in institutional general education or core curriculum	41
Credit hours required in support courses	20
Credit hours in required or free electives	0
Total credit hours required for completion	125

A 350 hour internship will be required for the proposed program.

Collaboration: According to UNA officials, the university is always open to collaboration and is willing to explore these options in the future.

Distance Education: The proposed program will be a combination of studio and seminar courses (18 studio courses, 11 seminar courses). Studio courses generally meet five hours a week, and seminar courses meet two to three hours a week. At least 80 percent of the program will be taught in-class, and a total of at least 20 percent will be available online.

Admissions: The proposed program has no special admission requirements.

Need: Auburn University offers Bachelor's in Interior Architecture, and B.S. in Interior Design, and the University of Alabama offers B.S. in Interior Design. However, no other public school in the state offers a BFA in Interior Architecture and Design. According to UNA officials, while the proposed program will offer similar course work to the programs at Auburn and Alabama, the program at UNA will offer a unique combination of course work that will focus equally on interior architecture and interior design. Also, UNA's program will be located in a different service region and will more readily allow students in the north Alabama region to pursue this degree.

The Interior Design Career Path of a Registered Interior Designer (RID) consists of 7 steps to practice in the state of Alabama.

1. Education
2. Work Experience
3. Examination
4. Certification
5. Registration
6. 10 hours of Continuing Education Units (CEU) per year
7. Yearly report of CEU's and registration renewal

The first 3 steps, Education, Work Experience and Examination, are essential in order to become an RID. The Alabama Board for Registered Interior Designers (ABRID) require interior designers to pass the National Council for Interior Design Qualification (NCIDQ) examination to register as a RID. Therefore, professional education, such as that achieved in the B.F.A in Interior Architecture & Design curriculum, is an important step to leading a fulfilling career in Interior Design in the State of Alabama.

Registered interior designers possess both the education and experience required to solve design problems involving the built environment. A major focus of their education and experience is building the skills to enable them to design for the benefit of those who will use the spaces. Besides providing environments that are beautiful, functional, and user friendly, the registered designer has the added responsibility to address the needs of both society and the natural environment.

Student Demand: A survey was conducted to determine student demand for the proposed program. A total of 94 current Human Sciences Hospitality and Design students completed the survey: Sixty-seven percent (67 percent) of the respondents indicated that they were interest in a stand-alone bachelor's degree rather than a concentration.

Faculty:

Current Primary Faculty—
     Full-time: 2
     Part-time: 0
Support Faculty—
     Full-time: 0
     Part-time: 1
 Additional Faculty to be hired:
 Primary Faculty—
     Full-time: 0
     Part-time: 0
 Support Faculty—
     Full-time: 0
     Part-time: 0

Support Faculty: No further staff support is anticipated.

 Equipment: No special equipment is needed at this time.

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

Library: The Collier Library at UNA provides access to all major industry related scholarly journals as well as subscriptions to industry periodicals. If additional books are required, the library is able to provide. It is our conclusion that the current library collections provide excellent support for the program.

Industry related scholarly journals include: The Journal of Interior Design, The Journal of Architecture, Design Issues, Architectural Design, Architectural Theory Review, ARQ: Architectural Research, The Journal of Design History, The Journal of the Society of Architecture, The Design Journal, The International Journal of Architecture, Lighting Research and Technology, Building Research and Information, Journal of Building Performance, Energy and Building, Architectural Engineering and Design, etc.

Additionally, the Interior Design program has an in-house resource library with fabric books, flooring books, paint decks, etc. It is supported by architectural/interior design firms, as well as industry product manufacturers. UNA student members of industry related professional organizations keep the library stocked and organized.

Program Budget: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $1,745,100 will be available through tuition.

Attachment 3

University of North Alabama
Bachelor of Fine Arts in Interior Architecture and Design

GENERAL EDUCATION = 41 [CREDIT HOURS]

Please see the UNA - IAD Curriculum Model for recommended course layout.

A1

- ____ ☐ EN 111 - FIRST YEAR COMPOSITION I (3)
- ____ ☐ EN 112 - FIRST YEAR COMPOSITION II (3)

A2

- ____ ☐ COM 201 - FUNDAMENTALS OF SPEECH (3)
- ____ ☐ AR 281 or 282 - SURVEY OF ART HISTORY I or II(3)
- ____ ☐ LITERATURE OPTION I (3)
- ____ ☐ LITERATURE OPTION II or HUMANITIES OPTION (3)

A3

- ____ ☐ MATH OPTION (3)
- ____ ☐ NATURAL SCIENCE OPTION I (4)
- ____ ☐ NATURAL SCIENCE OPTION II (4)

A4

- ____ ☐ HISTORY OPTION I (3)
- ____ ☐ HISTORY OPTION II (3)
- ____ ☐ SOCIAL + BEHAVIORAL SCIENCE OPTION I (3)
- ____ ☐ SOCIAL + BEHAVIORAL SCIENCE OPTION II (3)

ADDITIONAL REQUIREMENTS = 19 [CREDIT HOURS]

Please see the UNA - IAD Curriculum Model for recommended courses & layout.
Transfer Students: see the S.T.A.R.S. agreement for appropriate substitutions.

A5

- ____ ☐ AR 231 - DESIGN I (3•)
- ____ ☐ AR 232 - DESIGN II (3•)
- ____ ☐ IAD 260 - ARCHITECTURAL DOCUMENTATION I (3•/F)
- ____ ☐ IAD 264 - ARCHITECTURAL DOCUMENTATION II (3•/Sp)
- ____ ☐ IAD 280 - IAD DETAILS: FURN. & MILL. DESIGN (3•/Sp)
- ____ ☐ ELECTIVES (4) *(Talk to your advisor about your options!)*

INTERIOR ARCH. + DESIGN MAJOR = 64 [CH]

Please see the UNA - IAD Curriculum Model for recommended course layout.

- ____ ☐ IAD 261 - INTERIOR ARCHITECTURE + DESIGN SEMINAR (3•/F)
- ____ ☐ IAD 274 - SPACE, FORM, + CONCEPT (3•/Sp)
- ____ ☐ IAD 310 - CONSTRUCTION TECHNOLOGY (3•/F)
- ____ ☐ IAD 323 - BUILDING MATERIALS + CODES (3/F)
- ____ ☐ FASH 341 (W) - TEXTILES + MATERIALS (3/Sp Even/Su)
- ____ ☐ IAD 343 - ARCHITECTURAL DOCUMENTATION III (3•/F)
- ____ ☐ IAD 345 - VISUAL COMMUNICATION OF THE BUILT EN. (3•/Sp)
- ____ ☐ IAD 354 - BUILDING SYSTEMS FOR IAD (3•/F)
- ____ ☐ IAD 364 - IAD I - RESIDENTIAL STUDIO (3•/Sp)
- ____ ☐ IAD 365 - IAD II - HOSPITALITY STUDIO (3•/F)
- ____ ☐ IAD 367 - IAD III - CORPORATE STUDIO (3•/Sp)
- ____ ☐ IAD 370 - HISTORY OF INTERIOR ARCH. + DESIGN I (3/Su)
- ____ ☐ IAD 375 - HISTORY OF INTERIOR ARCH. + DESIGN II (3/Su)
- ____ ☐ IAD 400 - INTERNSHIP ORIENTATION (1/Sp)
- ____ ☐ IAD 427 - INTERNSHIP (3/Su)
- ____ ☐ IAD 451 - STEWARDSHIP OF THE BUILT ENVIRONMENT (3/Su)
- ____ ☐ IAD 459 - THEORY, CRITICISM, + RESEARCH IN DESIGN (3/F)
- ____ ☐ IAD 461 - PROF. PRACT. + ENTREPRENEURSHIP FOR IAD (3/F)
- ____ ☐ IAD 464 - IAD IV - SUSTAINABILITY STUDIO (3•/F)
- ____ ☐ IAD 465 - IAD V - HEALTHCARE STUDIO (3•/Sp)
- ____ ☐ IAD 470 - PORTFOLIO CHARRETTE (3•/Sp)
- ____ ☐ ADVANCED ART STUDIO - (300-400 LEVEL STUDIOS) (3•)

OPTIONAL ART FOR INTERIOR DESIGN MINOR REQUIREMENTS

- ____ ☐ AR 221 - DRAWING I (3•)
- ____ ☐ ADVANCED ART STUDIO - (300-400 LEVEL STUDIOS) (3•)
- ____ ☐ ADVANCED ART HISTORY - (AR 480, 481, 482, or 483)

GRADUATION REQUIREMENTS

☐ FYE 101 (1/F)   ☐ PORTFOLIO REVIEW

☐ 2.0 GPA (MAJOR)   ☐ 2.0 GPA (OVERALL)

• = Studio Course   Fa = Fall Course   Sp = Spring Course   Su = Summer Course

** = Art for I.D. Minor only. Please note that this is an optional minor.

INTERIOR ARCHITECTURE + DESIGN CURRICULUM MODEL:
Please see the *UNA Interior Architecture + Design Curriculum Model* for the recommended course layout. This layout is based on entry to the program during the freshman year, but can easily be revised to meet student needs, such as transfer students or later entry to the program.

INTERNSHIPS:
A 350 hour internship (IAD 427) is required. Internships can typically be completed over summer break when working 40+ hours per week. IAD 400, *Internship Orientation*, is required the spring semester prior to completing a summer internship. For more information about finding internships, please see the UNA Interior Architecture + Design Handbook and talk to your advisor.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 15, 2019

DECISION ITEM: UNA-5   University of North Alabama, Bachelor of Science in Culinary Arts
Management (CIP 52.0905)

EXECUTIVE SUMMARY

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

Program Objective/Description: The proposed Bachelor of Science in Culinary Arts Management is the elevation of an existing concentration in Culinary Arts within an existing program at UNA. The core objective of the proposed program will be to prepare students to plan, manage, and market themselves in the culinary and/or food service industry. The program will focus on the development of advanced culinary techniques, management and leadership skills, and innovation and entrepreneurship. Graduates of the program will be prepared for successful entry into a variety of service and administrative positions in the culinary and/or food service industry.

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

Mode of Delivery: According to the proposal, course delivery methods for the proposed program will include: traditional classroom, laboratory hands-on and experiential classes, as well as some distance/online classes.

Similar Programs: There are no other programs listed at CIP 52.0905 in the Academic Program Inventory.

Collaboration: UNA will be the only four-year institution offering the proposed program. Opportunities to collaborate with two-year institutions will be welcomed.

Resources: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $1,745,100 will be available through tuition.

Public Review: The program was posted on the Commission website from January 10 through January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The current Culinary Arts concentration at UNA has been successful; admitting 49 students in the fall of 2017. Elevating the concentration to program status will assist in providing a stronger foundation in Management.

2. There are no other four-year degree programs in the state in the culinary field. The proposed program will provide a unique set of skills for individuals serving and managing food service industries and any related field where food is prepared and served.

DECISION ITEM: UNA-5   University of North Alabama, Bachelor of Science in
                Culinary Arts Management (CIP 52.0905)

Staff Presenter: Margaret Pearson
                Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of
                Science in Culinary Arts Management.

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

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by September 15, 2021 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 for years 2020-21 through 2025-26, will be at least 10, based on the proposal.

2. That the annual average number of graduates for the period 2020-21 through 2025-26 (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 (2).

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

The University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

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 December 11, 2018. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION: University of North Alabama							
PROGRAM: Bachelor of Science in Culinary Arts Management (CIP 52.0905)							

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**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							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**TOTAL**
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$1,745,100
TOTAL	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$249,300	$1,745,100

ENROLLMENT PROJECTIONS *Note: "New Enrollment Headcount" is defined as unduplicated counts across years.*							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**6-YEAR AVERAGE**
FULL TIME HEADCOUNT	Year 1 - data reporting required	10	15	15	15	15	15	14
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	15	15	15	15	14
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	10	10	10	10	10	10

NEW ENROLLMENT HEADCOUNT							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	**AVERAGE**
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	7	8	9	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Science in Culinary Arts Management
University of North Alabama

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

Program Objective: The proposed Bachelor of Science in Culinary Arts Management is the elevation of an existing concentration in Culinary Arts within an existing program at UNA. The core objective of the proposed program will be to prepare students to plan, manage, and market themselves in the culinary and/or food service industry. The program will focus on the development of advanced culinary techniques, management and leadership skills, and innovation and entrepreneurship. Graduates of the program will be prepared for successful entry into a variety of service and administrative positions in the culinary and/or food service industry.

Student Learning Outcomes associated with the program are as follows:

1) Demonstrate knowledge and understanding the chemical composition of various foods.

2) Analyze the effects of various cooking methods on different foods.

3) Apply the knowledge of equivalents and substitutions in recipes.

4) Demonstrate the ability to use different kinds of commercial equipment in preparing and serving food.

5) Demonstrate the skills required to plan, prepare, and serve food for individual and family uses and/or commercial foods in relation to nutritional needs and cultural, socio-economic, safety and sanitation and concerns.

6) Develop and manage a successful dining room operation.

7) Identify and evaluate the factors which influence management decisions on various issues and create service strategies for successful operation.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Carmen Burkhalter, Dean; and the Department of Visual Arts and Design, Mr. Anthony Crisafulli, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). There were no objections to the NISP or program proposal.

Accreditation: According to the proposal, UNA officials will seek accreditation from the American Culinary Federation in the near future, if the program is approved.

Curriculum: A total of four new courses will be added to the program: CAM 125 or HEM 125 Managing Technology in Hospitality; CAM 465 Hospitality Senior Project; CAM 460 Regional Cuisine; and CAM 470 Culinary Entrepreneurship.

Program Completion Requirements:

Credit hours required in major courses	60
Credit hours in institutional general education or core curriculum	41
Credit hours required in support courses	19
Credit hours in required or free electives	0
Total credit hours required for completion	120

Collaboration: According to UNA officials, the university is always open to collaboration and willing to explore these options in the future.

Distance Education: According to the proposal, course delivery methods for the proposed program will include: traditional classroom, laboratory hands-on and experiential classes, as well as some distance/online classes.

Admissions: The proposed program has no special admission requirements.

Need: There are no other four-year institutions in the state offering a Bachelor of Science degree in Culinary Arts Management; therefore, this degree will provide a unique set of skills for individuals serving and managing food service industries and any related field where food is prepared and served. The state encourages the development of workforce readiness; therefore, this degree will meet a recognized demand by supplying candidates with specialized expertise in a growing job market.

Graduates of the proposed program will be prepared to gain employment in service and management positions in businesses such as fine dining restaurants, chain restaurants, full-service hotel with food and beverage / banquet operations, private/golf clubs dining, elementary/high school café, university food service, food-service distributors, hospitals café, assisted living and nursing homes café. Additionally, graduates will be fully equipped to start up their own business.

Positions easily attainable for graduates in culinary Arts Management listed as follows: General Manger in Food Service, Food and Beverage Director, Restaurant Manager, Catering/Banquet Manager, Food and Beverage Analyst, Club manager, Food Service Manager, Lunch room Manager, Executive Chef, Food Service Sales Rep, and Production Manager.

Student Demand: A survey was conducted to determine student demand in regards to the proposed program. A total of 94 current Human Sciences, Hospitality, and Design students completed the survey: Nearly three quarters of respondents (72 percent) indicated they would prefer a stand-alone bachelor's degree rather than a concentration.

Faculty:

Current Primary Faculty—
    Full-time: 3
    Part-time: 0
Support Faculty—
    Full-time: 1
    Part-time: 0
Additional Faculty to be hired:
Primary Faculty—
    Full-time: 0
    Part-time: 0
Support Faculty—
    Full-time: 0
    Part-time: 0

Support Faculty: No further staff support is anticipated.

Equipment: No special equipment is needed at this time.

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

Library: The libraries at the University of North Alabama (UNA) currently house more than 349,000 cataloged volumes, including 56,283 bound periodical volumes. The libraries' holdings also include 1,081,886 microform units (including government documents in microform) and more than 401,000 electronic books. The libraries provide current access to more than 32,395 periodical titles, the vast majority in electronic format. The library's physical collection of audiovisual and other media materials contains more than 12,900 items; physical holdings are supplemented by more than 34,000 streaming videos and thousands of streaming audio files. The libraries also provide access to 150 electronic databases, including the databases of the Alabama Virtual Library. The libraries' collections are enhanced by UNA's participation in the Network of Alabama Academic Libraries (NAAL), LYRASIS (the nation's largest regional membership organization serving libraries), and the Online Computer Library Center (OCLC). Materials not available locally can be obtained through interlibrary loan (ILL) services, which are made available to students and faculty free of charge.

Program Budget: The proposal projected that $0 estimated new funds will be required to support the proposed program over the first five years. A total of $1,745,100 will be available through tuition.

Attachment 3

University of North Alabama
Bachelor of Science in Culinary Arts Management

Course Number and Title	Number of Credit Hours	* If New Course
General Education Area I – IV (41 hours)	41	
Area V (additional Requirements) 19 hours		
CAM 125 or HEM 125 Managing Technology in Hospitality	3	*
CAM 242 Food Science	2	
DMA 342 Nutrition	3	
HEM 102 Introduction to Hospitality	3	
CAM 112 Food Safety & Sanitation	2	
CAM 221 Basic Baking	3	
CAM 251 Menu Planning	3	
Culinary Arts Core 60 hours		
HEM 403 Hospitality Law	3	
CAM 290 Cake Decoration	3	
CAM 240 Food Preparation I	3	
CAM 330 Food Preparation II	3	
CAM 441 Food Preparation III	3	
CAM 332 Pastry & Dessert	3	
CAM 333 Garden Manger	3	
CAM 335 Event Planning	3	
CAM 353 International Cuisine	3	
CAM 355 Supervision in Hospitality Management	3	
CAM 365 Wine, Beer, & Spirit	3	
CAM 400 Hospitality Facility management	3	
327 Internship I	3	
427 Internship II	3	
CAM 430 Food & Beverage Cost Control	3	
CAM 431 Managing Food & Beverage Operations	3	
CAM 455 Quantity Food Production	3	
CAM 465 Hospitality Senior Project (W)	3	*
CAM 460 Regional Cuisine	3	*
CAM 470 Culinary Entrepreneurship	3	*

Total   120

DECISION ITEM: USA-1

<u>University of South Alabama, Alteration of the Doctor of Business Administration in Business Administration (CIP 52.0201)</u>

<u>Staff Presenter:</u>

Margaret Pearson
Academic Program Review Analyst

<u>Staff Recommendation:</u>

That the Commission approve the proposed doctoral program alteration as a reasonable extension/alteration of an existing program.

<u>Background:</u>

All changes in award nomenclature at the doctoral level require Commission approval as a substantive change.

University of South Alabama (USA) currently has the Doctor of Business Administration (DBA) in Business Administration (CIP 52.0201) in the Commission's Academic Program Inventory. USA has proposed a change to the degree nomenclature from Doctor of Business Administration (DBA) to Doctor of Philosophy, (PhD). There is no change in the program title or CIP code.

- Business Administration, ~~DBA~~ <u>PhD</u>

The proposed change will (1) better reflect the quantitative research focus and academic preparation graduates receive; (2) enhance the competitiveness of those graduates in the academic marketplace; and (3) augment the program's credibility to national and international employers.

- **Budgetary Impact**: **None.**

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

<u>Supporting Documentation:</u>

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

2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.

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

DECISION ITEM: AU-1   Auburn University, Master of Science in Data Science and Engineering,
                       (CIP 11.0802)

EXECUTIVE SUMMARY

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

Program Description: The proposed graduate program will prepare students for careers in data science and engineering, where valuable insights are derived from massive amounts of raw data. The proposed curriculum will offer a balance between statistical theory and computing and engineering application, equipping students with skills and state-of-the-art technologies related to the next generation of large data applications. The degree will focus on the scientific and engineering aspects of large data. According to AU officials, the emphasis on practical science and engineering fits the University's land-grant mission.

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

Mode of Delivery: According to the program proposal, all courses in the program will be offered on-campus, with the exception of computer courses, which will be offered via distance education.

Similar Programs: There are no other programs located at CIP 11.0802 in the Academic Program Inventory. Programs that are similar in nature are located at the following institutions: University of Alabama at Birmingham, Master of Science in Data Science (CIP 11.0401) and the University of Alabama in Huntsville, Master of Science in Management Science Business Analytics (CIP 52.1301).

Collaboration: AU has no objections to collaborating with other institutions, if opportunities, such as sharing courses to take advantage of complementary expertise, become available, but no specific plans to collaborate are in place at this time.

Resources: The proposal projected that a total of $483,812 in estimated new funds will be required to support the proposed program. A projected total of $1,388,462 in new funds will be available from tuition.

Public Review: The program was posted on the Commission website from January 10 until January 30 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Both state government and industry in the state generate huge volumes of data about citizens and customers as part of their daily operations. Data science and engineering offer statistical and computational tools to analyze and derive actionable insights from this data.

2. The proposed curriculum will offer a balance between statistical theory and computing and engineering application, equipping students with skills and state-of-the-art technologies related to the next generation of large data applications.

DECISION ITEM: AU-1

Auburn University, Master of Science in Data Science and Engineering (CIP 11.0802)

Staff Presenter:

Margaret Pearson
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the proposed Master of Science in Data Science and Engineering.

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

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by September 15, 2021, 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 2020-21, will be at least 10 based on the proposal.

2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).

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

Auburn University (AU) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.

2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.

4. Auburn University program proposal, received November 30, 2018. 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.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY							
INSTITUTION:	**Auburn University**						
PROGRAM:	**MS, Data Science and Engineering**						

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	so	$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**	$23,645	$40,440	$57,437	$73,305	$90,652	$99,156	$99,176	$483,812
TOTAL	$23,645	$40,440	$57,437	$73,305	$90,652	$99,156	$99,176	$483,812

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0	$0	$0
EXTRAMURAL	$0	$0	$0	$0	$0	$0	$0	$0
TUITION	$66,765	$116,271	$166,181	$208,896	$260,037	$285,127	$285,185	$1,388,462
TOTAL	$66,765	$116,271	$166,181	$208,896	$260,037	$285,127	$285,185	$1,388,462

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

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1-No Data Reporting Required	10	14	18	22	24	24	19
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	14	18	22	24	24	19
NEW ENROLLMENT HEADCOUNT	Year 1-No Data Reporting Required	6	8	10	12	12	12	10

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

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1-No Data Reporting Required	4	6	8	10	12	12	9

**Other – additional combined costs for central support services

Attachment 2

Summary of Background Information

Master of Science in Data Science and Engineering
Auburn University

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

Program Description: The proposed graduate program will prepare students for careers in data science and engineering, where valuable insights are derived from massive amounts of raw data. The proposed curriculum will offer a balance between statistical theory and computing and engineering application, equipping students with skills and state-of-the-art technologies related to the next generation of large data applications. The degree will focus on the scientific and engineering aspects of large data. According to AU officials, the emphasis on practical science and engineering fits the University's land-grant mission.

Assessment: According to the proposal, program graduates will demonstrate the ability to:

- ✓ Understand data mining techniques.
- ✓ Analyze a wide range of data using advanced statistics.
- ✓ Develop complex database queries for real-world analytical applications.
- ✓ Apply machine and statistical learning methods.
- ✓ Apply computational techniques to acquire, clean, and manage data.
- ✓ Design, evaluate, implement and communicate solutions to problems in data science and engineering.

Administration: The program will be administered by Nicholas Giordano, Dean, College of Science and Mathematics; Christopher Roberts, Dean, Samuel Ginn College of Engineering; and Hari Narayanan and Ulrich Albrecht, Chairpersons.

Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). There was no opposition to the proposed program.

Accreditation: Engineering programs can be accredited by Accrediting Board for Engineering and Technology (ABET). Although accreditation of master's programs by the Engineering Accreditation Commission of ABET is possible, like the vast majority of engineering programs, Auburn University currently pursues ABET accreditation only for its undergraduate engineering programs. Mathematics/statistics programs do not have accreditation.

Curriculum: The master's degree curriculum is being proposed as a 30 credit-hour degree.

Program Completion Requirements:
Credit hours required in major courses:	21
Credit hours required in minor:	N/A
Credit hours required in support courses:	N/A
Credit hours in institutional general education or core curriculum:	N/A
Credit hours in required or free electives:	9
Credit hours for thesis:	N/A
Total Credit hours:	**30**

Collaboration: AU has no objections to collaborating with other institutions, if opportunities, such as sharing courses to take advantage of complementary expertise, become available, but no specific plans to collaborate are in place at this time.

Distance Education: According to the program proposal, all courses in the program will be offered on-campus, with the exception of computer courses, which will be offered via distance education.

Admissions: The program has no special admissions requirements. Applicants should have a baccalaureate degree in mathematics, statistics, computer science or software engineering, or a similar degree from an institution of recognized standing. Applications submitted to each department will be evaluated on an individual basis by that department's graduate admission committee.

Need: Both state government and industry in the state generate huge volumes of data about citizens and customers as part of their daily operations. Data science and engineering offer statistical and computational tools to analyze and derive actionable insights from this data. Such insights can help government and industry better serve their customers (and enhance profits in the case of private industry). The demand for trained professionals in this area in Alabama is likely to be similar to the demand in the rest of the country. A study co-authored by IBM projects that the demand for data scientists and data engineers will grow 39 percent by 2020, when the number of annual job openings for data professionals may reach as high as 2.72 million across the nation.

A study from the McKinsey Global Institute states that "the amount of data in our world has been exploding, and analyzing large data sets—so-called big data—will become a key basis of competition, underpinning new waves of productivity growth, innovation, and consumer surplus". However, according to North Carolina State University, Alabama is home to only two graduate programs in this area: MS in Management Science — Business Analytics (UAH) and MS in Data Science (UAB). These two programs are not sufficient to meet the state's demand for trained professionals.

Student Demand: There is widespread national demand from students for advanced training in Data Science and Engineering. For example, an introductory course in Data Science offered at the University of California Berkeley enrolls over 600 students from 70 majors each semester. Student demand is also evidenced by the emergence of graduate programs on this topic.

Resources:

Faculty:
Current Primary Faculty—
     Full-time: 61
     Part-time: 0
Support Faculty—
     Full-time: 0
     Part-time: 0

Additional Faculty to Be Hired:
Primary Faculty—
     Full-time: 0
     Part-time: 0
Support Faculty—
     Full-time: 0
     Part-time: 0

Equipment: No new equipment will be needed for the program.

Facilities: New facilities will not be required for the program.

Library: According the proposal, as a member of the Association of Research Libraries, the AU library is fully equipped with library faculty and staff, including collections and librarians, to support faculty research and educational programs to the doctoral level in many fields of Engineering and Mathematics/Statistics. The combined collections of the AU Libraries contain over 3.2 million volumes as well as 2.6 million government documents, 2.5 million microforms, and over 148,000 maps. The libraries receive over 35,000 current periodicals, many of which are available online. The library also provides access to over 227 electronic databases and has over 10 million archival and manuscript items.

Program Budget: The proposal projected that a total of $483,812 in estimated new funds will be required to support the proposed program. A projected total of $1,388,462 will be available from tuition.

Attachment 3

Curriculum
Master of Science in Data Science and Engineering
Auburn University

Required Core Computational Courses	
COMP 6120/6126 Databases	3
COMP 6130/6136 Data Mining	3
COMP 6630/6636 Machine Learning	3
Required Core Statistical Courses	
STAT 6000 Intermediate Statistical Methods for Data Science	3
STAT 6600 Probability and Statistics for Data Science	3
STAT 6650 Statistical Learning	3
Required Capstone Course	
COMP 7980/7986 Capstone Engineering Project (Data Engineering Option) or STAT 7940 Capstone Project (Data Science Option)	3
Electives	
Three elective courses at the 6000/7000 leve, two of which must be COMP courses (Data Engineering Opton) or STAT courses (Data Science Option)	9
Total Hours:	30

INFORMATION ITEM 1:   Summary of Post-Implementation Reports

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: a. Programs that met post-implementation conditions:

1. Alabama State University, Program: Bachelor of Fine Arts in Dance (CIP 50.0301)

2. Auburn University Montgomery, Program: Master of Science in Computer Information Systems and Cyber Security (CIP 11.1003) [*Second Report*]

3. Auburn University, Program: Bachelor of Science in Business Analytics (CIP 52.1301)

4. Troy University, Program: Bachelor of Science in Business Administration in Economics (CIP 52.0601)

5. Troy University, Program: Bachelor of Science in Exercise Science (CIP 31.0505)

6. Troy University, Program: Master of Science in Strategic Communication (CIP 09.0199)

7. Troy University, Program: Master of Business Administration in International Business Administration (CIP 52.1101)

8. Troy University, Program: Master of Science in Management (CIP 52.0201)

9. University of South Alabama, Program: Bachelor of Science in Health Informatics (CIP 51.2706)

10. University of South Alabama, Doctor of Science in Systems Engineering (CIP 14.2701)

b. Programs that did not meet post-implementation conditions- Requesting to Amend Conditions

1. Troy University, Program: Bachelor of Arts in Spanish (CIP 16.0905)

2. Troy University, Program: Bachelor of Science in Physics (CIP 40.0801)

c. Program that did not meet post-implementation conditions- Deletions

3. University of Montevallo, Program: Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999) [Second Report] [Deleted by the Institution]

Supporting Documentation:

1. Unpublished post-implementation reports submitted by the institutions. Available upon request.

2. "Summary of Reports on Post-Implementation Conditions," attached.

a.   Met Post Implementation Conditions

Summary of Reports on Post-Implementation Conditions
[Listed by Institution]

Meeting Conditions:

Alabama State University (2018 Report)

- Program: Bachelor of Fine Arts in Dance (CIP 50.0301)

Approved by Commission: June 2012

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2012-13 will be at least 10, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2016-17 (two-year average) will be at least 8 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Fine Arts in Dance (CIP 50.0301)	Average New Enrollment Headcount 2012-13 through 2016-17	Average Number of Graduates, 2015-16 through and 2016-17	Percentage of Graduates Employed in The Field
Required	10	8	75%
Reported	13	14	75%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did meet the graduation post-implementation requirement.

Condition 3: Seventy-five percent of the graduates were successful in acquiring related employment or were continuing their education.

Condition 4: The assessment condition has been met. The overall assessment of the program related to the objectives indicates that the enrolled students are being prepared to meet the needs of the local and global community.

Meeting Conditions:

Auburn University Montgomery [Second Report] (2018 Report)

- Program: Master of Science in Computer Information Systems and Cyber Security (CIP 11.1003)

Approved by Commission: December 2009

Proposed Implementation Date: August 2010

Actual Implementation Date: August 2011

Post-Implementation Conditions: Second Report

1. That the annual average new enrollment headcount for the first five years, beginning in 2016-17 through 2017-2018 will be at least 10, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 5 based on the proposal.

Master of Science in Computer Information Systems and Cyber Security (CIP 11.1003)	Average New Enrollment Headcount 2016-17 through 2017-18	Average Number of Graduates, 2016-17 through and 2017-18
Required	10	5
Reported	12	11

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

Auburn University (2018 Report)

- Program: Bachelor of Science in Business Analytics (CIP 52.1301)

Approved by Commission: March 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-2018 will be at least 13, based on the proposal.

2. That the average number of graduates for the academic years 2014-15 through 2017-18 (four-year average) will be at least 8 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Science in Business Analytics (CIP 52.1301)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2014-15 through 2017-18	Percentage of Graduates Employed in The Field
Required	13	8	75%
Reported	24	10	86%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

<u>Meeting Conditions:</u>

Troy University (2018 Report)

- Program: Bachelor of Science in Business Administration in Economics (CIP 52.0601)

Approved by Commission: December 2012

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 11, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 8 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Science in Business Administration in Economics (CIP 52.0601)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through 2017-18	Percentage of Graduates Employed in The Field
Required	11	8	75%
Reported	55	13	80%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

Troy University (2018 Report)

- Program: Bachelor of Science in Exercise Science (CIP 31.0505)

Approved by Commission: March 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 11, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 8 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Science in Exercise Science (CIP 31.0505)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through and 2017-18	Percentage of Graduates Employed in The Field
Required	11	8	75%
Reported	36	28	75%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

Troy University (2018 Report)

- Program: Master of Science in Strategic Communication (CIP 09.0199)

Approved by Commission: June 2012

Proposed Implementation Date: August 2012

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 15, based on the proposal.

2. That the average number of graduates for the academic years 2013-14 through 2017-18 (five-year average) will be at least 7 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Master of Science in Strategic Communication (CIP 09.0199)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2013-14 through and 2017-18	Percentage of Graduates Employed in The Field
Required	15	7	75%
Reported	78	35	86%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

Troy University (2018 Report)

- Program: Master of Business Administration in International Business Administration (CIP 52.1101)

Approved by Commission: December 2012

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 35, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 15 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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.

Master of Science in Business Administration in International Business (CIP 52.1101)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through and 2017-18	Percentage of Graduates Employed in The Field
Required	35	15	75%
Reported	44	22	75%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

Troy University (2018 Report)

- Program: Master of Science in Management (CIP 52.0201)

Approved by Commission: June 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 35, based on the proposal.

2. That the average number of graduates for the academic years 2014-15 through 2017-18 (four-year average) will be at least 15 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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.

Master of Science in Management (CIP 52.0201)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2014-15 through and 2017-18	Percentage of Graduates Employed in The Field
Required	35	15	75%
Reported	220	58	75%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

University of South Alabama (2018 Report)

- Program: Bachelor of Science in Health Informatics (CIP 51.2706)

Approved by Commission: September 2013

Proposed Implementation Date: January 2014

Actual Implementation Date: January 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2014-15 through 2018-19 will be at least 13, based on the proposal.

2. That the average number of graduates for the academic years 2016-17 through 2018-19 (three-year average) will be at least 8 based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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

Bachelor of Science in Health Informatics (CIP 51.2706)	Average New Enrollment Headcount 2014-15 through 2018-19	Average Number of Graduates, 2016-17 through and 2018-19	Percentage of Graduates Employed in The Field
Required	13	8	75%
Reported	27	8	92%

Condition 1: Enrollment benchmark has been met.

Condition 2: Graduate post-implementation requirement has been met.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

Meeting Conditions:

University of South Alabama (2018 Report)

- Program: Doctor of Science in Systems Engineering (CIP 14.2701)

Approved by Commission: March 2012

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2014

Post-Implementation Conditions:

5. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 7, based on the proposal.

6. That the average number of graduates for the academic years 2015-16 through 2017-18 (three-year average) will be at least 3 based on the proposal.

7. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

8. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Doctor of Science in Systems Engineering (CIP 14.2701)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through and 2017-18	Percentage of Graduates Employed in The Field
Required	7 - .25 = 5.25	3	75%
Reported	6	2.33	83%

Condition 1: Condition was met per 25 percent reduction in original new enrollment projection per Decision Item H, Alabama Commission on Higher Education (ACHE), December 8, 2017.

Condition 2: Condition was met per Decision Item H, ACHE, December 8, 2017.

Condition 3: Met Condition (Employment)

Condition 4: Met Condition (Assessment)

b. Did not Meet Post Implementation Conditions – Requesting to Amend Conditions

<u>Not Meeting Conditions</u>:

Troy University (2018 Report)

- Program: Bachelor of Arts in Spanish (CIP 16.0905)

Approved by Commission: March 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 13, based on the proposal.

2. That the average number of graduates for the academic years 2013-14 through 2017-18 (five-year average) will be at least 8, based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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.

Bachelor of Arts in Spanish (CIP 16.0905)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2013-14 through and 2017-18	Percentage of Graduates Employed in The Field
Required	13	8	75%
Reported	15	4	80%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: Eighty percent of the graduates were successful in acquiring related employment or were continuing their education.

Condition 4: The assessment condition has been met. Student outcomes were assessed through multiple measures. Final measurements were gathered in an evaluation of the major following the university's assessment protocol and reported through the Troy University Institutional Reporting System.

Not Meeting Conditions:

Troy University (2018 Report)

- Program: Bachelor of Science in Physics (CIP 40.0801)

Approved by Commission: June 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2013

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2013-14 through 2017-18 will be at least 9, based on the proposal.

2. That the average number of graduates for the academic years 2015-16 through 2017-18 (five-year average) will be at least 8, based on the proposal.

3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.

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.

Bachelor of Science in Physics (CIP 40.0801)	Average New Enrollment Headcount 2013-14 through 2017-18	Average Number of Graduates, 2015-16 through and 2017-18	Percentage of Graduates Employed in The Field
Required	9	8	75%
Reported	22	1	100%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: One-hundred percent of the graduates were successful in acquiring related employment or were continuing their education.

Condition 4: The assessment condition has been met. Student outcomes were assessed through multiple measures. Final measurements were gathered in an evaluation of the major following the university's assessment protocol and reported through the Troy University Institutional Reporting System.

c.   Did not Meet Post Implementation Conditions - Deletions

Not Meeting Conditions:

University of Montevallo [Second Report] (2018 Report)

- Program: Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)

Approved by Commission: June 2011

Proposed Implementation Date: August 2011

Actual Implementation Date: August 2011

Post-Implementation Conditions: Second Report

1. That the annual average new enrollment headcount for the first five years, beginning in 2016-17 through 2017-2018 will be at least 6, based on the proposal.

2. That the average number of graduates for the academic years 2016-17 through 2017-18 (three-year average) will be at least 8, based on the proposal.

Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)	Average New Enrollment Headcount 2016-17 through 2017-18	Average Number of Graduates, 2016-17 through and 2017-18
Required	8 - .25 = 6.33	8
Reported	6	4

Condition 1: Condition was met per 25 percent reduction in original new enrollment projection per Decision Item H, Alabama Commission on Higher Education (ACHE), December 8, 2017.

Condition 2: The graduation requirement was not met.

Condition 3: Met condition (Employment)

Condition 4: Met condition (Assessment)

The University of Montevallo Requested Deletion of the BA/BS in Interdisciplinary Studies (CIP 30.9999). Please see Deletion listed in Changes to the Academic Program Inventory Item.

INFORMATION ITEM 2:   Implementation of Non-Degree Programs at Senior
                                        Institutions

Staff Presenter: Ms. Margaret Pearson
                                        Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission guidelines state that non-degree programs
                                        of senior institutions, including pre-baccalaureate, post-
                                        baccalaureate, and postmaster's certificates do not
                                        require Commission approval, but they must be reported
                                        to the Commission prior to implementation. The
                                        guidelines further state that these certificates are not
                                        listed in the Commission's Academic Program Inventory.

                                        In accordance with these guidelines, the following
                                        institutions have sent notification regarding the non-
                                        degree programs indicated:

                                        Auburn University

                                        Graduate Certificate in Cyber Security Management

                                        The 9 credit-hour graduate certificate will be offered
                                        through Auburn's Systems and Technology Department.
                                        The proposed certificate is composed of the following
                                        courses: Security and Information Assurance (3);
                                        Information Risk Analysis (3); and Information
                                        Technology Auditing (3).

                                        Graduate Certificate in Pulp and Paper Engineering

                                        The proposed 12-hr graduate certificate will provide a
                                        graduate level of education in pulp and paper, an area of
                                        need and importance to the state and beyond. This
                                        certificate will produce graduates capable of becoming
                                        successful professionals in their chosen field related to
                                        pulp and paper and allied industries.

                                        Graduate Certificate in One Health

                                        The proposed 15-hour certificate in the One Health
                                        concept is based on the premise that health-related
                                        interactions among people, animals, and the
                                        environment have profound influences on disease risk,
                                        transmission, and prediction efforts. Those completing
                                        the certificate program will: increase their knowledge
                                        regarding relationships between One Health concepts
                                        and many other professions such as urban planning,
                                        engineering, natural resource management; be
                                        competent in the fundamentals of One Health
                                        concepts; and be able to articulate linkages between
                                        One Health concepts and challenging technical
                                        problems related to the environment.

University of South Alabama

Graduate Certificate in Water/Wastewater Engineering

The proposed 12-hour graduate certificate in Water/Wastewater Engineering is an important sub-discipline of Civil/Environmental engineering that integrates physical, chemical, and biological processes into engineered designs of drinking water and wastewater management applications. Safe drinking water and appropriate wastewater management (both municipal and industrial) are critical to protecting public health, ecological health, and human/urban development. The graduate certificate will require successful completion (grade B or higher) of four graduate-level courses to provide additional water/wastewater engineering expertise beyond what is provided in most Bachelor of Science in Civil Engineering programs.

Graduate Certificate in Structural Engineering

The 12-hour Structural Engineering certificate program will require successful completion (grade B or higher) of four graduate courses that will provide additional structural engineering knowledge beyond what is provided in most Bachelor of Science in Civil Engineering programs. Structural Engineering is an important sub-discipline of Civil Engineering that typically requires practicing structural engineers to obtain additional education for competency and licensure.

University of Alabama at Birmingham

Graduate Certificate in Mixed Methods Research

The Department of Health Services Administration in the School of Health Professions at UAB is proposing to offer a 15-hour Graduate Certificate in Applications of Mixed Methods Research. The objective of the proposed certificate is to equip students with the knowledge and skills to design, conduct and evaluate mixed methods research. The proposed certificate is geared towards doctoral and post-masters students, post-doctoral fellows, instructors and researchers who wish to become more proficient in applying mixed methods in their research practice. The proposed certificate will consist of five required courses of which all are currently available on the UAB campus.

Graduate Certificate in Clinical Mental Health Counseling

The proposed 15-hour certificate in Clinical Mental Health Counseling (CMHC) will consist of five required courses that are currently available in the UAB Counseling program. The proposed certificate arose out of the need for additional certificates for both current students and external candidates to earn a graduate certificate in Counseling at UAB. The objective of the proposed certificate is to equip students with the knowledge and skills to expand their expertise and meet licensure continuing education requirements. The certificate intends to provide individuals who already hold a clinical mental health counseling related degree with the specialty training for clinical mental health counseling, and the content necessary to meet the CMHC specialty standards in the 2016 Council for Accreditation of Counseling and Related Educational Programs (CACREP) Standards.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

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

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INFORMATION ITEM 3:	<u>Implementation of Distance Education Programs</u>
<u>Staff Presenter</u>:	Ms. Margaret Pearson Academic Program Review Analyst
<u>Staff Recommendation</u>:	For information only.
<u>Background</u>:	Commission policy states that academic programs approved by the Commission do not require additional approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

In compliance with the Commission's policy on distance education, the following institutions have reported plans to implement the distance education programs listed.

<u>Auburn University:</u>

Computer Science and Software Engineering, MS – CIP 14.0901

<u>University of North Alabama</u>

Elementary Education, MAEd – CIP 13.1202

Early Childhood Education (Traditional), MAEd – CIP 13.1210

Special Education, MAEd – CIP 13.1001

Elementary Education, EdS – CIP 13.1202

Teacher Leader, EdS – CIP 13.0101

Instructional Leadership, EdS – CIP 13.1401

<u>Supporting Documentation</u>:	1. "Policy on Distance Education," Ala. Admin Code (Commission on Higher Education), r. 300-2-3-.04. Available upon request.
	2. Written unpublished documentation provided by the institutions. Available upon request.

INFORMATION ITEM 4:   <u>Implementation of New Short Certificate Programs (Less than 30 Semester Hours)</u>

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   The Alabama Community College System reports the approval of short certificate programs (less than 30 semester hours) at the following two-year colleges in the fields of study listed below.

Lurleen B. Wallace Community College

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Mechanics	47.0604

Northeast Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Business Administration w/emp in Accounting	52.0201
Office Administration w/emp in Office Administration	52.0401
Office Administration w/emp in Medical Office	52.0401
Computer Information Systems w/emp in Data Center	11.0101

Wallace State Community College (Hanceville)

<u>Field of Study</u>	<u>CIP Code</u>
Medical Laboratory Technician	51.1004

<u>Supporting Documentation</u>:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

2. Written unpublished documentation provided by the Alabama Community College System. Available upon request.

INFORMATION ITEM 5:   <u>Changes to the Academic Program Inventory</u>

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

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

Supporting Documentation: 1. Academic Program Inventory. Available on the Commission's Website: www.ache.alabama.gov .

                                         2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.

                                       3. Written unpublished documentation provided by the institutions. Available upon request.

A.   Program Inventory Deletions

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

Auburn University	52.1001	Human Resources Management, BS
	52.1101	International Business, BS
Chattahoochee Valley Community College	43.9999	Homeland Security, AAS
Troy University	45.0601	Economics, BA/BS
University of Montevallo	30.9999	Interdisciplinary Studies, BA/BS

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

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

Troy University	~~30.9999~~ 26.1305	Environmental and Biological Sciences, MS
University of West Alabama	~~15.0000~~ 47.0303	~~Engineering Technology~~, AAS Industrial Maintenance
University of North Alabama	45.0702	Geospatial Science, MS Geographic Information Science (GIS)
University of South Alabama	52.0201	Business Administration, ~~DBA~~ PhD

C. Programs Placed on Inactive Status

   None.

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INFORMATION ITEM 6:   Extensions/Alterations to Existing Programs of Instruction

Staff Presenter: Margaret Pearson
                                       Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Code of Alabama, 1975, Section 16-5-8 (c) states,

                                       "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 any 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. No state funds shall be
                                       expended by any public institution on any new unit or
                                       program of instruction which has not been approved by the
                                       commission…. The term "new unit of instruction,".… does
                                       not include reasonable extensions or alterations of existing
                                       curricula, or programs which have a direct relationship to
                                       existing programs. The commission may, under its
                                       rulemaking power, define the character of the reasonable
                                       extensions and alterations."

                                       As directed in the Code of Alabama Section cited above, the
                                       Alabama Commission on Higher Education has defined what is
                                       considered as "reasonable." See Alabama Administrative Code
                                       (Commission on Higher Education), r. 300-2-1-.06".

                                       The staff has reviewed the items listed in Attachment 1 and has
                                       determined that they are reasonable extensions/alterations of
                                       existing programs.

                                       Consistent with Commission policy and operational definitions,
                                       the specializations will not be identified separately in the
                                       Commission's Academic Program Inventory, and the institutions
                                       may not identify them as degree programs.

       Supporting Documentation: 1. Attachment 1: Proposed Extensions and Alterations to
                                          Existing Programs.

                                       2. Reasonable Extensions and Alterations of Existing Units and
                                          Programs of Instruction," Ala. Admin. Code (Commission on
                                          Higher Education), r. 300-2-1-.06.   Available upon request.

                                       3. "Guidelines for Approval of Certificate Programs in
                                          Existing Associate Applied Science (AAS) and
                                          Associate in Applied Technology (AAT)
                                          Programs." Available upon request.

                                       4. Written unpublished documentation provided by
                                           the institutions. Available upon request.

Attachment 1

Proposed Extensions and Alterations to Existing Programs of Instruction

Alabama Community College System

1. *Northeast Alabama Community College*, Addition of a Data Center Option to the Existing AAS in Computer Information Systems (CIP 11.0101)

Four Year Institutions

University of Alabama

2. Addition of Concentrations in Exercise Science and Physical Education to the Existing BSEd in Kinesiology (CIP 31.0505)

3. Addition of an Option in Social Justice and Inclusion Advocacy to the Existing PhD in Communications and Information Sciences (CIP 09.0199)

4. Addition of Concentrations in Banking and Financial Services and Financial Engineering to the Existing BSCBA in Banking and Finance (CIP 52.0801)

5. Addition of a Concentration in Supply Chain Management to the Existing BSCBA in Operations Management (CIP 52.1301)

6. Addition of a Concentration in Professional Accounting to the Existing BSCBA in Accounting (CIP 52.0301)

7. Addition of Concentrations in Human Resources Management, Entrepreneurship, and Health Care Analytics to the Existing BSCBA in Business Administration (CIP 52.0201)

8. Addition of Concentrations in Economic Policy and Econometrics and Quantitative Economics to the Existing BSCBA in Economics (CIP 52.0601)

University of Alabama at Birmingham

9. Addition of an Occupational Therapy Entry Level Track to the Existing OTD in Occupational Therapy (CIP 51.2306)

10. Addition of a Healthcare Quality and Safety Certificate Track to the Existing OTD in Occupational Therapy (CIP 51.2306)

11. Addition of Concentrations in Bioinformatics and Immunology to the Existing MS in Multidisciplinary Biomedical Science (CIP 26.0102)

University of Alabama in Huntsville

12. Addition of a Concentration in Federal Contracting and Procurement Management to the Existing BA in Business Administration (CIP 52.0201)

13. Addition of a Concentration in Engineering Management to the Existing MBA in Business Administration (CIP 52.0201)

University of South Alabama

14. Addition of a Dual Role Concentration in Family Nurse Practitioner and Emergency Nurse Practitioner to the Existing MSN in Nursing (CIP 51.3801)

15. Addition of Concentrations in American Politics and Political Theory, Global Politics and Policy, and Human Rights and Social Justice to the Existing BA in Political Science (CIP 45.1001)

16. Addition of a Concentration in Healthcare Leadership to the Existing MBA in Business Management and Administration (CIP 52.0201)

University of West Alabama

17. Addition of an Emphasis in Cybersecurity, Cybercrime, and Policy to the Existing MBA in Business Administration (CIP 52.0201)

18. Addition of an Emphasis in Computing and Data Analytics to the Existing MBA in Business Administration (CIP 52.0201)

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INFORMATION ITEM 7:   <u>Change in the Name and Establishment of Centers and</u>
                                       <u>Departments</u>

<u>Staff Presenter</u>:   Margaret Pearson
                                       Academic Program Review Analyst

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   According to the Commission's definitions relating to
                                       program review (Alabama Administrative Code, Chapter
                                       300-2-1, Review of Programs & Other Units of
                                       Instruction), departments are an instructional unit
                                       encompassing a discrete branch of study; usually
                                       located within a division and/or a school or college.

                                       Administrative changes at the department level,
                                       such as establishing a new department, combining two
                                       or more departments into a single department, or
                                       dividing a department into two or more departments are
                                       considered non-substantive and do not require
                                       Commission approval. However, before any of these
                                       changes may be implemented, they must be presented
                                       to the Commission as information items. If the
                                       administrative change creates a more prominent unit of
                                       instruction such as a division or school, Commission
                                       approval as a new unit is required.

<u>Supporting Documentation</u>:   1. "Definitions Recognized By The Commission," Ala.
                                          Admin. Code (Commission on Higher Education), r.
                                          300-2-1.01. Available upon request.

                                       2. "Reasonable Extensions and Alterations of Existing
                                          Units and Programs of Instruction," Ala. Admin.
                                          Code (Commission on Higher Education), r. 300-2-
                                          1.06. Available upon request.

                                       3. Written unpublished documentation provided by the
                                           institutions. Available upon request.

A.   Establishment of Units

- Troy University, Establishment of the Center for Materials and Manufacturing Sciences

B.   Unit Name Changes

- Jacksonville State University, Change in the Name of the Department of Educational Resources to the Department of Counseling and Instructional Support

- University of South Alabama, Change in the Name of the Department of Visual Arts to the Department of Art and Art History

- University of Alabama, Change in the Name of the Center for the Prevention of Youth Behavior Problems to the Center for Youth Development and Intervention

- University of Alabama in Huntsville, Change in the Name of the Department of Atmospheric Science to the Department of Atmospheric and Earth Sciences

C.   Reorganization

None.

D.   Dissolution

None.

INFORMATION ITEM 8:   <u>Athens State University, Addition of a Class B
                                        Certification in Health Education (6-12) to the Existing
                                        BSEd in Physical Education (CIP 13.1314)</u>

<u>Staff Presenter</u>:   Margaret Pearson
                                        Academic Program Review Analyst

<u>Staff Recommendation</u>:   For information only.

<u>Background</u>:   Athens State University (ATSU), currently offers an
                                        Alabama State Department of Education (ALSDE) Class
                                        B Teacher Certification in Physical Education (P-12).

                                        ALSDE approved on May 10, 2018 a Class B Teacher
                                        Certification in Health (6-12) for ATSU. The addition of
                                        the Health Education (6-12) curriculum will help students
                                        pursue certification to teach in both Health Education
                                        and Physical Education and expand their professional
                                        knowledge, skills, and abilities.

                                        This certification responds to the demand in the schools
                                        for teachers to be certified in both health education and
                                        physical education.

                                        The addition of a teacher certification in "Health (6-12)
                                        Education" is under the existing ACHE-approved
                                        Bachelor of Science Education in Physical Education
                                        (CIP 13.1314).

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

   <u>Supporting Documentation</u>:   1.   "Reasonable Extensions and Alterations of Existing
                                             Units and Programs of Instruction," Ala. Admin.
                                             Code (Commission on Higher Education),
                                             r. 300-2-1.03. Available upon request.

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

Alabama Institutions of Higher Education

Lauderdale
Athens State
Madison
Jackson
University of North Alabama
Alabama A&M University
Drake St.
Limestone
Colbert
Northwest- Shoals
Oakwood
Franklin
Lawrence
Calhoun
Univ. of Alabama Huntsville
Marshall
Northeast Alabama
Morgan
Dekalb
Snead St.
Winston
Wallace Hanceville
Etowah
Cherokee
Marion
Culman
Blount
Gadsden St.
Walker
St. Clair
Jacksonville State
Lamar
Bevil St.
Fayette
Birmingham Southern
Calhoun
Miles College
Herzing Univ.
Cleburne
Jefferson St.
University of Alabama
Tuscaloosa
Lawson St.
Samford
Birmingham
Randolph
Stillman College
Jefferson
Talladega College
University of Alabama
Shelby
Southern Union
Pickens
University of Montevallo
Clay
Shelton State
Bibb
Coosa
Talapoosa
Chambers
Greene
Chilton
Central Alabama
Hale
Perry
Sumter
Judson College
Ingram Tech
Auburn University
Autauga
Elmore
Lee
Macon
University of West Alabama
Marion Military Inst.
Russell
Concordia College
Faulkner Univ.
Tuskegee Univ.
Chattahoochee Valley
Marengo
Wallace Selma
Trenholm St.
Auburn - Montgomery
Huntingdon College
Dallas
Amridge University
Alabama State University
Montgomery
Bullock
Choctaw
Wilcox
Lowndes
Pike
Barbour
Clarke
Butler
Crenshaw
Troy University
Monroe
Reid Tech.
Dale
Henry
Washington
L.B. Wallace
Coffee
Wallace Dothan
Conecuh
Enterprise St.
Coastal Alabama CC
Escambia
Covington
Geneva
Houston
University of Mobile
Spring Hill College
Mobile
United States Sports Academy
University of South Alabama
Bishop State
Baldwin

● **4-Year Public Institutions**
■ **Community Colleges**
☆ **Technical Colleges**
▲ **Non-Profit Independent Institutions**
(Accredited by SACS)