

**ATHENS STATE UNIVERSITY
BOARD OF TRUSTEES
BOARD MEETING
February 9, 2024**

The Athens State University Board of Trustees (also referred herein as the Board) held a meeting at 2:30 p.m. on Friday, February 9, 2024 in the Sandridge Student Center Ballroom to consider University matters.

PRESIDING: **Senator Arthur Orr**

The Board of Trustees meeting was called to order at 2:30 p.m. by Senator Arthur Orr.

ROLL CALL

On roll call, the following Board members were present and constituted a quorum to conduct business:

Mr. Jim America
Ms. Cathy Dickens (electronically)
Mr. Bill Dunnivant
Mr. Mac McCutcheon
Senator Arthur Orr
Mr. Goodrich ‘Dus’ Rogers
Dr. Sandra Sims-deGraffenried (electronically)
Mrs. Missy Ming Smith
Mr. Mike Underwood

Also present were Dr. Catherine Wehlburg, Interim President of Athens State University and Mr. Shane Black, University Legal Counsel, and Ms. Jackie Gooch, Secretary to the Board. Governor Kay Ivey, and Chancellor Jimmy Baker were absent. Approximately 111 faculty/staff attended in-person and electronically.

APPROVAL OF AGENDA

On a motion made by Mr. Rogers and seconded by Mr. McCutcheon, the Board approved the agenda by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnivant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES
Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood – YES

APPROVAL OF MINUTES

On a motion made by Mr. McCutcheon and seconded by Mr. Rogers, the Board approved the minutes from the October 20, 2023 Board meeting by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES
Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood - YES

PUBLIC COMMENT

No one officially registered for public comment.

OLD BUSINESS, PENDING MOTIONS AND RESOLUTION

The Board received the Executive Committee minutes from December 6, 2023 that was previously distributed electronically.

Ms. Stephanie Blair, representative from the accounting firm of Mauldin/Jenkins, provided the results of the University's audit for FY ending September 30, 2023. The University received an unmodified opinion for the audit.

NEW BUSINESS, PENDING MOTIONS AND RESOLUTIONS

Reaffirmation: Review and Affirmation of University Mission Statement (Attachment A)

On a motion made by Mr. Rogers and seconded by Mr. McCutcheon, the Board reviewed and reaffirmed the University Mission Statement. This motion was approved by the following roll-call vote:

Jim America – YES	Dus Rogers – YES
Cathy Dickens - YES	Sandra Sims-deGraffenried - YES
Bill Dunnavant – YES	Missy Ming Smith - YES
Mac McCutcheon – YES	Mike Underwood - YES
Senator Arthur Orr - YES	

**Reaffirmation: FY 2023-2024 Budget Amendment #1
(Attachment B)**

On a motion made by Mr. America and seconded by Mr. Rogers, the Board approved the FY 2023-2024 Budget Amendment #1 as presented. This motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES

Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood – YES

Board of Visitor Appointments (Attachment C)

On a motion made by Dr. Sims-deGraffenried and seconded by Mr. Underwood, the Board accepted the President's recommendation and approved the appointment of the following individuals to the Board of Visitors for a 3-year term.

College of Arts and Sciences

Russell Johnson

College of Business

Mr. Scott Gaddis
Mr. Stephen Carter
Mr. Tommy Coblenz
Ms. Pammie Jimmar

This motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES

Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood - YES

**New Academic Program: Acceptance of Information Security Program Report
(Attachment D)**

On a motion made by Mr. America and seconded by Mr. Rogers, the Board approved accepted the Information Security Program report as presented. The motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES

Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood - YES

**Capital Improvement: Nazaretian House
(Attachment E)**

On a motion made by Mr. Rogers and seconded by Mr. McCutcheon, the Board approved expending funds (\$1,150,000 or less) to rebuild (new construction) the Nazaretian House using State supplemental appropriations. This motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES

Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood - YES

**Capital Improvement: Brown Hall
(Attachment F)**

On a motion made by Mr. Rogers and seconded by Mr. America, the Board approved expending funds (\$5,100,000 or less) for the renovation of Brown Hall using State supplemental appropriations. This motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES
Senator Arthur Orr - YES

Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES
Mike Underwood - YES

**New Academic Program: BFA in Theatre – College of Arts and Sciences
(Attachment G)**

On a motion made by Mr. Underwood and seconded by Ms. Dickens, the Board approved the full program proposal for the BFA in Theatre for the College of Arts and Sciences. This motion was approved by the following roll-call vote:

Jim America – YES
Cathy Dickens - YES
Bill Dunnavant – YES
Mac McCutcheon – YES

Senator Arthur Orr - YES
Dus Rogers – YES
Sandra Sims-deGraffenried - YES
Missy Ming Smith - YES

Mike Underwood - YES

Discussion Regarding Open Position of University President

Senator Orr provided a brief background and opened discussion regarding the open position of University President. The following motion was made by Mr. America and seconded by Dr. Sims-deGraffenried.

I move that a) the Board of Trustees appoint Dr. Catherine Wehlburg as the next President of Athens State University, subject to her acceptance and appointment and to a contract agreed to by her and the University; and b) that the Chair pro tempore be authorized to negotiate the University's contract with Dr. Wehlburg, subject to the approval of that contract by the Executive Committee.

Mr. Dunnivant requested a friendly amendment for the motion to be amended to read:

I move that (a) the Board of Trustees appoint Dr. Catherine Wehlburg as the next President of Athens State University, subject to her acceptance and appointment and to a contract agreed to by her and the University; and (b) that the Chair pro tempore be authorized to negotiate the University's contract with Dr. Wehlburg, that the contract be submitted to the Executive Committee for its review/recommendation to the Board, and that the Executive Committee present the final contract to the full Board for consideration, along with the committee's recommendation, at the May 2024 Board meeting.

Ms. Smith seconded the motion to amend. There was no objection by any board member to the addition of the amendment, and Mr. America noted that he agreed to the amendment. The Chair *pro tempore* treated the original motion as amended by Dunnivant's amendment.

Dr. Wehlburg indicated her willingness to accept this appointment and to begin contract negotiations.

Seeing no further discussion, the Chair *pro tempore* called for the vote. The motion, as amended, was approved unanimously by the following roll-call vote:

Jim America – YES

Cathy Dickens - YES

Bill Dunnivant – YES

Mac McCutcheon – YES

Senator Arthur Orr - YES

Dus Rogers – YES

Sandra Sims-deGraffenried - YES

Missy Ming Smith - YES

Mike Underwood - YES

OTHER BUSINESS (No Action Required)

Learning Partnerships

Ms. Brandy Conway provided an update on Learning Partnerships.

Quarterly Financial Update

The Board received the quarterly financial update.

Alabama Commission on Education (ACHE) Update

The Board received a handout on actions taken by the Commission.

Statement of Economic Interest

The Board was reminded that the Statement of Economic Interest must be filed with the Alabama Ethics Commission by April 30, 2024.

Acting President's Report/Update

Dr. Wehlburg also provided a written report including but not limited to the following:

1. Overall credit hour production for Spring is up 1.18% over last year.
2. Giving Day scheduled for August 6, 2024.
3. The University is partnering with Calhoun Community College to participate in the Aspen-AASCU Transfer Student Intensive.
4. New Academic Programs started in Spring 2024: MFA in Integrative Design and BS in Marketing Analytics.

Board Committee Updates and Report Acceptance

Finance and Facilities Committee – Mr. Rogers

Mr. Rogers provided the Finance and Facilities Committee update. In addition, Mr. Rogers commended the grounds crew on the beautiful grounds and facilities.

Enrollment and Student Affairs Committee – Mr. America

Mr. America provided the Enrollment and Student Affairs Committee update.

Academic Affairs Committee – Mr. Dunnivant

Mr. Dunnivant provided the Academic Affairs Committee update.

External Affairs Committee – Mrs. Smith

Mrs. Smith provided the External Affairs Committee update.

CLOSING COMMENTS

Ms. Smith requested that the President report on the University Employee Benefits package at the next Board meeting.

ADJOURNMENT

Senator Orr adjourned the Athens State University Board of Trustees meeting at 3:50 pm.



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: Review and Affirmation of University Mission Statement

RECOMMENDATION:

It is recommended that the Athens State University Board of Trustees review and affirm the University Mission statement as follows:

The University advances the best interests of its students and the State of Alabama through teaching, service, research and other creative activities to empower students to make valuable contributions in their professional, civic, educational, and economic endeavors. Through innovative communication and course delivery for high-quality undergraduate and select graduate programs, Athens State University provides a supporting environment for each student, demonstrating the importance of the diverse and interdependent nature of our state and society. Athens State University changes the face of Alabama by changing the lives of its students.

FISCAL CONSIDERATION: None.

RATIONALE:

SACSCOC criteria 4.2.a requires the institution’s governing board to formally approve and periodically review the institution’s mission statement. The Board, in its review, annually reaffirms the mission statement, whether or not changes are made, thereby maintaining a cognizance of previously agreed-upon scope of institutional activities and ensuring that institutional policies, procedures, and activities remain compatible with and included in the mission statement.

Senator Arthur Orr, Chair *pro tempore*

2-9-24

Date

Jim America, Vice Chair *pro tempore*

2-9-24

Date

Catherine Wehlburg, Interim President

2-9-24

Date

Jackie Gooch, Secretary to the Board of Trustees

02/09/2024

Date



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: FY 2023-2024 Budget Amendment #1

RECOMMENDATION:

It is recommended that the Athens State University Board of Trustees approve the FY 2023-2024 Budget Amendment #1 as presented.

FISCAL CONSIDERATION: See attached.

RATIONALE:

The University budget for FY 2023-2024 Amendment #1 must be approved by the Board of Trustees. Net overage in tuition revenue for the Fall and Spring term (\$216,764) and salary savings on non-filled positions through January 31, 2024 (\$508,334) and four new approved positions (\$338,761) represents a net savings of \$386,337.

Senator Arthur Orr, Chair *pro tempore*

Date

2/9/24

Jim America, Vice Chair *pro tempore*

Date

2/9/24

Catherine Wehlburg, Interim President

Date

2-9-24

Jackie Gooch, Secretary to the Board of Trustees

Date

02/09/2024



Proposed Budget Summary
 2023-2024 Fiscal Year
 Amendment # 1

	Current Fund Group			Plant Funds
	Unrestricted	Unrestricted Auxiliary	Restricted	
Estimated Beginning Fund Balance as of 10/1/23	\$15,961,892	\$ 337,789	\$576,901	\$17,835,893
Add				
Revenues	\$43,085,753	\$377,733	\$23,350,700	\$100,000
Transfers In		\$150,000	\$425,000	\$1,800,000
Total Estimated Additions	\$43,085,753	\$527,733	\$23,775,706	\$1,900,000
Total Funds Available	\$59,047,645	\$865,522	\$24,352,607	\$19,735,893
Deduct				
Expenditures	\$40,324,416	\$675,480	\$23,675,706	\$8,589,425
Transfers Out	\$2,761,337			
Total Estimated Deductions	\$43,085,753	\$675,480	\$23,675,706	\$8,589,425
Estimated Ending Fund Balance as of 9/30/2024	\$15,961,892	\$190,042	\$676,901	\$11,146,468



**ATHENS STATE
UNIVERSITY**
Current Fund Revenues, Transfers-In, Expenditures, and Transfers-Out
FOR FISCAL YEAR 2023-2024

	Unrestricted	Auxiliary	Restricted	Plant	TOTAL PROPOSED CURRENT BUDGET
Beginning Fund Balance	\$15,961,892	\$337,789	\$576,901	\$17,835,893	\$34,712,475
E & G REVENUES					
TUITION AND FEES					
431 Tuition	\$16,430,161				\$16,430,161
438 Special Fees	\$160,000				\$160,000
443 Technology Fees	\$4,678,725				\$4,678,725
439 Other Student Fees	\$147,000				\$147,000
Total Tuition and Fees	\$21,415,886				\$21,415,886
LOCAL FUNDS					
408 Local Appropriations	\$50,000				\$50,000
Total Local Funds	\$50,000				\$50,000
STATE FUNDS					
401 ETF O & M Appropriation	\$19,630,912				\$19,630,912
402 ETF Special Appropriation	\$1,218,955				\$1,218,955
406 Other Appropriation (Not funded by ETF)					
425 State Grants and Contracts			\$3,983,019		\$3,983,019
Total State Funds	\$20,849,867		\$3,983,019		\$24,832,886
FEDERAL FUNDS					
410 Student Aid			\$18,802,230		\$18,802,230
411 Federal Grants and Contracts			\$565,457		\$565,457
Total Federal Funds			\$19,367,687		\$19,367,687
VARIOUS INCOME FUNDS					
484 Investment Income	\$300,000				\$300,000
486 Miscellaneous Revenue	\$270,000			\$100,000	\$370,000
Total Various Income Funds	\$570,000			\$100,000	\$670,000
SALES AND SERVICES					
497 Indirect Cost Revenue	\$200,000				\$200,000
Total Sales and Services	\$200,000				\$200,000
TOTAL E & G REVENUES	\$43,085,753		\$23,350,706	\$100,000	\$66,536,459
AUXILIARY REVENUES					
1000 Bookstore		\$100,000			\$100,000
2000 Food Services		\$7,800			\$7,800
3000 Vending		\$3,000			\$3,000
5000 Student Activities		\$61,933			\$61,933
8000 Other		\$205,000			\$205,000
Total Auxiliary Revenues		\$377,733			\$377,733
TOTAL REVENUES	\$43,085,753	\$377,733	\$23,350,706	\$100,000	\$66,914,192
MANDATORY TRANSFERS-IN					
Debt Transfers				\$1,600,000	\$1,600,000
Total Mandatory Transfers-In				\$1,600,000	\$1,600,000
NONMANDATORY TRANSFERS-IN					
8400 Non Mandatory		\$150,000	\$425,000	\$200,000	\$775,000
Total Nonmandatory Transfers-In		\$150,000	\$425,000	\$200,000	\$775,000
TOTAL TRANSFERS-IN		\$150,000	\$425,000	\$1,800,000	\$2,375,000
TOTAL FUNDS AVAILABLE	\$59,047,645	\$865,522	\$24,352,607	\$19,735,893	\$104,001,667



**Current Fund Revenues, Transfers-In, Expenditures, and Transfers-Out
FOR FISCAL YEAR 2023-2024**

	Unrestricted	Auxiliary	Restricted	Plant	TOTAL PROPOSED CURRENT BUDGET
E & G EXPENDITURES					
Salaries & Wages	\$22,900,062	\$293,225	\$2,434,947		\$25,628,234
Employee Benefits	\$7,245,111	\$99,610	\$779,067		\$8,123,788
Operational Services	\$2,830,562	\$103,638	\$279,010		\$3,213,210
Professional Services	\$761,772	\$37,955	\$189,534		\$989,261
Material & Supplies	\$3,022,289	\$136,552	\$415,564		\$3,574,405
Other Current Charges	\$1,913,620	\$4,500	\$256,666	\$1,600,000	\$3,774,786
Capital Expenditures	\$35,000			\$6,989,425	\$7,024,425
Scholarships	\$1,616,000		\$19,320,918		\$20,936,918
Total E & G Expenditures	\$40,324,416	\$675,480	\$23,675,706	\$8,589,425	\$73,265,027
TOTAL EXPENDITURES	\$40,324,416	\$675,480	\$23,675,706	\$8,589,425	\$73,265,027
MANDATORY TRANSFERS-OUT					
6500 Other Mandatory Transfer-Out					
651 Principal and Interest	\$1,600,000				\$1,600,000
653 Renew and Replace-Fac Ren Fee					
Total Mandatory Transfers-out	\$1,600,000				\$1,600,000
NONMANDATORY TRANSFERS-OUT					
UNRESTRICTED					
6500 Other Nonmandatory Transfer-Out	\$1,161,337				\$1,161,337
Total Nonmandatory Transfers-out	\$1,161,337				\$1,161,337
TOTAL TRANSFERS-OUT	\$2,761,337				\$2,761,337
TOTAL EXPENDITURES/TRANSFERS	\$43,085,753	\$675,480	\$23,675,706	\$8,589,425	\$76,026,364
TOTAL ENDING FUND BALANCE	\$15,961,892	\$190,042	\$676,901	\$11,146,468	\$27,975,303



DETAIL STATEMENT OF BUDGETED EXPENDITURES
FOR FISCAL YEAR 2023-2024
UNRESTRICTED, AUXILLARY, AND RESTRICTED FUNDS

	Unrestricted Fund	Auxillary Funds	Restricted Funds
<u>PERSONNEL COMPENSATION</u>			
<u>SALARIES & WAGES</u>			
501 INSTRUCTIONAL-REGULAR	\$10,609,239.00		\$1,119,426.00
502 INSTRUCTIONAL-TEMP/PART.TIME	\$1,359,566.00		\$250,340.00
503 ADMINISTRATIVE	\$2,384,091.00		
504 OTHER PROFESSIONAL	\$4,031,102.00	\$208,298.00	\$721,807.00
505 SUPPORT PERSONNEL	\$3,643,508.00	\$62,602.00	\$161,017.00
506 HOURLY WAGES	\$668,626.00	\$22,325.00	\$175,357.00
507 STUDENT ASSISTANTS	\$135,000.00		\$7,000.00
510 CONTRACT SERVICES	\$68,930.00		
TOTAL SALARIES & WAGES	\$22,900,062.00	\$293,225.00	\$2,434,947.00
<u>EMPLOYEE BENEFITS</u>			
571 FICA MATCHING	\$1,748,346.00	\$22,523.00	\$187,196.00
574 RETIREMENT MATCHING	\$2,682,978.00	\$31,875.00	\$280,203.00
580 PRESIDENT'S EXPENSE ALLOWANCE			
583 HEALTH INSURANCE	\$2,495,579.00	\$44,160.00	\$293,245.00
592 COMPENSATED ABSENCES	\$149,916.00		
594 OTHER STAFF BENEFITS	\$168,292.00	\$1,052.00	\$18,423.00
TOTAL EMPLOYEE BENEFITS	\$7,245,111.00	\$99,610.00	\$779,067.00
TOTAL PERSONNEL COMPENSATION	\$30,145,173.00	\$392,835.00	\$3,214,014.00
<u>CURRENT CHARGES</u>			
<u>OPERATIONAL SERVICES</u>			
601 IN-STATE TRAVEL	\$131,400.00	\$11,888.00	\$137,000.00
602 OUT-OF-STATE TRAVEL	\$357,800.00	\$4,000.00	\$15,000.00
603 TRAVEL - OTHER	\$35,000.00		
604 COMMUNICATIONS	\$52,400.00		
605 POSTAGE	\$54,870.00	\$3,250.00	
606 MAINTENANCE AND REPAIRS	\$208,500.00	\$2,000.00	
607 SERVICE CONTRACTS ON EQUIPMENT	\$640,522.00		
608 ELECTRICITY	\$437,000.00		\$24,000.00
609 GAS AND HEATING FUEL	\$150,500.00		
610 WATER AND SEWER	\$45,500.00		
611 GASOLINE AND OIL - MOTOR VEHICLES	\$25,000.00		\$5,400.00
612 SANITATION	\$27,500.00		
613 RENT - EQUIPMENT	\$75,770.00	\$75,000.00	\$3,095.00
614 RENT - FACILITIES	\$47,690.00		\$93,600.00
616 INSURANCE AND BONDING	\$410,000.00		
619 PRINTING, REPRODUCTION AND BINDING	\$101,110.00	\$7,500.00	\$915.00
620 UTILITY TAX	\$30,000.00		
TOTAL OPERATIONAL SERVICES	\$2,830,562.00	\$103,638.00	\$279,010.00



DETAIL STATEMENT OF BUDGETED EXPENDITURES
FOR FISCAL YEAR 2023-2024
UNRESTRICTED, AUXILLARY, AND RESTRICTED FUNDS

	Unrestricted Fund	Auxillary Funds	Restricted Funds
PROFESSIONAL SERVICES			
624 LEGAL SERVICES	\$100,000.00		
626 ACCOUNTING AND AUDITING SERVICES	\$75,000.00		
627 ENGINEERING AND ARCHITECTURAL SERVICES	\$74,000.00		
628 OTHER PROFESSIONAL FEES	\$14,000.00		
629 LICENSE FEES			
639 OTHER CONTRACTUAL SERVICES	\$498,772.00	\$37,955.00	\$189,534.00
TOTAL PROFESSIONAL SERVICES	\$761,772.00	\$37,955.00	\$189,534.00
MATERIALS AND SUPPLIES			
617 SUBSCRIPTIONS	\$2,025,791.00	\$16,500.00	
618 MEMBERSHIPS	\$156,595.00	\$3,240.00	\$1,000.00
641 MATERIALS AND SUPPLIES	\$424,590.00	\$101,812.00	\$373,564.00
642 COMPUTER SOFTWARE	\$32,211.00	\$2,500.00	
643 TECHNOLOGY - NONCAPITALIZED	\$360,276.00	\$2,500.00	\$41,000.00
645 FURNITURE & FIXTURES	\$22,825.00	\$10,000.00	
TOTAL MATERIAL AND SUPPLIES	\$3,022,289.00	\$136,552.00	\$415,564.00
OTHER CURRENT CHARGES			
667 ADVERTISING AND PROMOTIONS	\$1,783,645.00	\$2,500.00	\$30,000.00
668 DEBT COLLECTION EXPENSE			
677 BANK CHARGES	\$100,975.00	\$2,000.00	
699 OTHER	\$29,000.00		\$226,666.00
TOTAL OTHER CURRENT CHARGES	\$1,913,620.00	\$4,500.00	\$256,666.00
TOTAL SERVICES, SUPPLIES, & OTHER	\$8,528,243.00	\$282,645.00	\$1,140,774.00
CAPITAL EXPENDITURES			
701 BOOKS	\$35,000.00		
702 AUDIOVISUALS			
710 FURNITURE & EQUIPMENT \$25,000 OR LESS			
TOTAL CAPITAL EXPENDITURES	\$35,000.00		
GRAND TOTAL (EXCLUDING SCHOLARSHIPS)	\$38,708,416.00	\$675,480.00	\$4,354,788.00



SCHOLARSHIPS
2023-2024 Fiscal Year

	UNRESTRICTED		UNRESTRICTED AUXILIARY		RESTRICTED		RESTRICTED AUXILIARY		TOTAL	
	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount
Economically Disadvantaged					2,187	\$18,802,230			2,187	\$18,802,230
Employee/Employo Dependent	35	\$100,000							35	\$100,000
ACCS Employee/Dependent	136	\$230,000							136	\$230,000
Institutional	721	\$1,286,000							721	\$1,286,000
Other					101	\$518,688			101	\$518,688
Total Scholarships	892	\$1,616,000			2,288	\$19,320,918			3,180	\$20,936,918



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: Board of Visitors Nomination/Appointment

RECOMMENDATION:

It is recommended that the Athens State University Board of Trustees accept, from the President of the University, the following nominees for appointment to the Board of Visitors for a 3-year term.

College of Arts and Sciences

Mr. Russell Johnson- Former President of Athens City Board of Education

College of Business

Mr. Scott Gaddis - Intelx Technologies - VP, Global Practice Leader, Environment, Health and Safety

Mr. Stephen Carter - Millennium Corporation - Director of Cyber Operations

Mr. Tommy Coblentz - Regions Bank - Treasury Management Officer

Ms. Pammie Jimmar - Athens/Limestone Chamber of Commerce - President

FISCAL CONSIDERATION: None.

RATIONALE: Pursuant to the Board of Visitors Charter approved by the Board of Trustees on April 2014: Members shall be appointed by the Board of Trustees (by process determined by that Board) on nomination by the President of Athens State University. Members will serve three-year terms.

Senator Arthur Orr, Chair *pro tempore*

2-9-24

Date

Jim America, Vice Chair *pro tempore*

2-9-24

Date

Catherine Wehlburg, Interim President

2-9-24

Date

Jackie Gooch, Secretary to the Board of Trustees

02/09/2024

Date



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

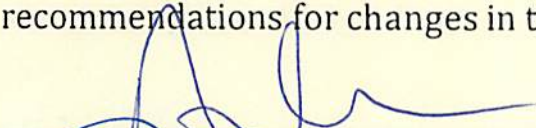
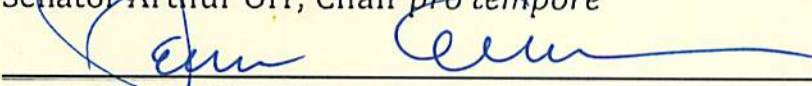
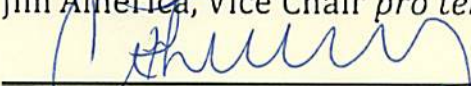
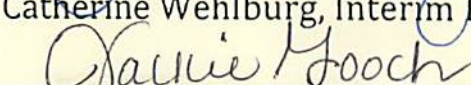
DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: Acceptance of Information Security Program Report

RECOMMENDATION:
It is recommended that the Athens State University Board of Trustees accept the Information Security Program report as presented.

FISCAL CONSIDERATION: None.

RATIONALE: As required by the *Information Security Program* operating policy, the Chief Information Officer will provide an annual report to the Board of Trustees on the University's Information Security Program. The report shall discuss the overall status of the information security program and its compliance with 44 CFR § 314.4. It shall also include material matters related to the information security program, and any recommendations for changes in the program.

	2/9/24
_____ Senator Arthur Orr, Chair <i>pro tempore</i>	Date
	2/9/24
_____ Jim America, Vice Chair <i>pro tempore</i>	Date
	2-9-24
_____ Catherine Wehlburg, Interim President	Date
	02/09/2024
_____ Jackie Gooch, Secretary to the Board of Trustees	Date

Annual Information Security Program Report to the Athens State University Board of Trustees
Operating Policy Number V1.07, Information Security Program
Prepared by Belinda Krigel, Chief Information Officer (CIO) and Gary McCullors, Information Security Officer (ISO)
January 9, 2024

Background

Universities that administer student financial aid in association with Title IV programs are required to comply with the Safeguards Rule of the Gramm-Leach-Bliley Act (GLBA). Since the passing of GLBA in 2003, new requirements were added on December 9, 2021 that require universities to have a formal information security program through which cyber threats, risks, and challenges are addressed to secure student financial aid data.

In response to these new GLBA requirements, Athens State University adopted the *Information Security Program (ISP)* policy in late 2023. This policy outlines the requirement for an information security program including the nine security control requirements in the Safeguards Rule in GLBA. A summary of how Athens State University is addressing the GLBA Safeguard Rule are as follows:

- 1. Designate a qualified individual to implement and supervise the university's information security program.**

Athens State University appointed Gary McCullors as the university ISO in June 2017. The ISO is the designated qualified individual to implement and supervise the university's information security program in collaboration with Belinda Krigel, CIO. However, it is recommended to employ a third-party security program evaluation vendor so that an objective and insightful assessment can be obtained to further the confidence in the relative strength of the university security profile.

- 2. Conduct a risk assessment.**

Mr. McCullors, ISO, conducted a risk assessment in June 2023 based on twenty-five identified risk types in affect at Athens State and reported his findings to the CIO. Each risk type identified was assigned a risk probability (Unlikely, Likely, Highly Likely) and risk impact (Low, Medium, High) along with the Risk Rating (Low, Medium, High). The details of any risk assessment are considered to be sensitive information and not shared in public documents but can be discussed with the affected areas so mitigation strategies can be developed applied.

- 3. Design and implement safeguards to control the risks identified through the risk assessment.**

Security safeguards were developed and assigned to each identified risk type and specific risk instance. Additionally, the progress and status of each recommended or practiced safeguards were noted as Non-existent, In-progress, Ongoing, or Complete. Because many security safeguards were already implemented at Athens State, the status of the majority of the recommended safeguards for the identified risks were either In-progress or Complete.

- 4. Regularly monitor and test the effectiveness of safeguards.**

Technology based security controls are routinely monitored by IT systems and network operations staff using both manual and automated processes. The staff also continue to seek out better ways

to monitor the network environment. Other security safeguards such as logical and physical access management and account provisioning/deprovisioning require continuous efforts to further tighten security through data governance practices. Any safeguard must be regularly monitored so its overall effectiveness can be measured and gaps identified.

5. Train your staff

The status of staff and faculty training on the computing and network safeguards and security practices are noted as Ongoing in the Risk Assessment. The University recently purchased KnowBe4 Security Awareness Training to counter the security problems of social engineering, spear phishing, and ransomware attacks. Staff and faculty training at the functional level around specific data handling and reporting processes is also an important part of overall university security awareness and practice and must be included in ongoing risk assessments.

6. Monitor your service providers

A number of third-party vendors are used by Athens State University to provide a variety of network services, functional area services, and data management platforms. The internal security and data protection practices established when the service is acquired serves as the first level of defense against data compromise. Examples of protecting data when moved to and from service providers include requiring site-to-site VPN connections and security file transfer protocol. This is a risk type that is included in the risk assessment and is categorized as In-Progress.

7. Keep your information security program current

The currency of the information security program is a joint effort between the ISO, CIO, and University administration and management. Identifying security risks, developing and applying safeguards, and continuous re-examination if of utmost importance.

Safeguard 8 and 9 are not required of institutions with enrollment less than 5,000 students.

8. Create a written incident response plan

The University has the Incident-Response/Recovery and Data Backup policy in place as required by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Standard: 12.5. There are several technology-based practices to archive and protect data backups. Functional level preparation for business continuity in the event of an incident is another aspect of the incident response plan that must be reviewed.

9. Require your qualified individual to report to your board of directors

This is the first Information Security Program report written by the Chief Information Office in collaboration with the Information Security Office for submission to the Board as required by the Information Security Program policy.



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

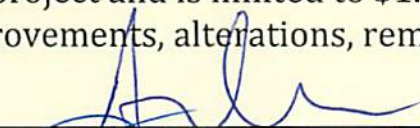
ACTION ITEM TITLE: Capital Improvement: Nazaretian House

RECOMMENDATION:

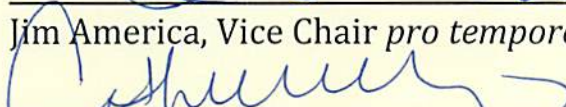
It is recommended that the Athens State University Board of Trustees approve expending funds to rebuild (new construction) the Nazaretian House using State supplemental appropriations.

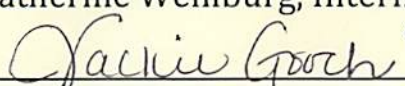
FISCAL CONSIDERATION: \$1,150,000 or less

RATIONALE: Per Board resolution 1-07-19-2019, the President is limited to \$500,000 per project and is limited to \$1.5 million in the aggregate for contracts for capital improvements, alterations, remodeling, and changing of capital improvements.

 Senator Arthur Orr, Chair <i>pro tempore</i>	2/9/24 Date
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 Jim America, Vice Chair <i>pro tempore</i>	2-9-24 Date
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 Catherine Wehlburg, Interim President	2-9-24 Date
---	----------------

 Jackie Gooch, Secretary to the Board of Trustees	02/09/2024 Date
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ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: Capital Improvement: Brown Hall

RECOMMENDATION:

It is recommended that the Athens State University Board of Trustees approve expending funds from State supplemental appropriations for renovation of Brown Hall.

FISCAL CONSIDERATION: \$5,100,000 or less.

RATIONALE: Per Board resolution 1-07-19-2019, the President is limited to \$500,000 per project and is limited to \$1.5 million in the aggregate for contracts for capital improvements, alterations, remodeling, and changing of capital improvements.

	
_____ Senator Arthur Orr, Chair <i>pro tempore</i>	Date
	
_____ Jim America, Vice Chair <i>pro tempore</i>	Date
	
_____ Catherine Wehlburg, Interim President	Date
	
_____ Jackie Gooch, Secretary to the Board of Trustees	Date



ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

RECOMMENDATION FOR ACTION

DATE OF BOARD MEETING: February 9, 2024

ACTION ITEM TITLE: New Academic Program: BFA in Theatre
College of Arts and Sciences

RECOMMENDATION:

It is recommended that the Athens State University Board of Trustees approve the full program proposal, as requested by the Alabama Commission on Higher Education (ACHE), for the BFA in Theatre for the College of Arts and Sciences.

FISCAL CONSIDERATION: See Attached.

RATIONALE: In October 2023, the Board approved the request to modify the University's Bachelor of Arts in Drama and Theatre Arts to a Bachelor of Fine Arts in Theatre. At the end of January 2024, the Alabama Commission on Higher Education requested that the University submit a full program proposal for the BFA in Theatre for review and approval.

	<u>2-9-24</u>
Senator Arthur Orr, Chair <i>pro tempore</i>	Date
	<u>2-9-24</u>
Jim America, Vice Chair <i>pro tempore</i>	Date
	<u>2-9-24</u>
Catherine Wehlburg, Interim President	Date
	<u>02/09/2024</u>
Jackie Gooch, Secretary to the Board of Trustees	Date



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Proposal for a New Degree Program

I. Information and Rationale

A. Primary Contact Information

Institution: Athens State University

Contact: Lee Vartanian, Ph.D.

Title: Interim Provost & Vice President for Academic Affairs and Student Services

Email: Lee.Vartanian@athens.edu

Telephone: 256-216-6608

B. Program Information

Date of Proposal Submission: 1/30/2024

Award Level: Bachelor's Degree

Award Nomenclature (e.g., BS, MBA): BFA

Field of Study/Program Title: Theatre

CIP Code (6-digit): 50.0501

C. Implementation Information

Proposed Program Implementation Date: 8/1/2024

Anticipated Date of Approval from Institutional Governing Board: 2/9/2024

Anticipated Date of ACHE Meeting to Vote on Proposal: 3/8/2024

SACSCOC Sub Change Requirement (Notification, Approval, or NA): Notification

Other Considerations for Timing and Approval (e.g., upcoming SACSCOC review): N/A

D. Specific Rationale (Strengths) for the Program

List 3 – 5 strengths of the proposed program as specific rationale for recommending approval of this proposal.

1. The BFA in Theatre will build on the previously established BA in Drama and Theatre Arts.
2. The BFA in Theatre will strengthen curricular alignment with the General Studies AS-Theatre program offered by Calhoun Community College, which is Athens State University's top feeder institution.
3. The Alabama Center for the Arts is a state-of-the-art facility that offers approximately 45,000 square feet dedicated to the performing arts, replete with rehearsal spaces for music, dance, and theatre as well as a studio theatre and recital hall. The facility is shared with Calhoun Community College and enjoyed by students from across Alabama's Community College System. Additionally, the Center is across the street from



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Decatur's historic Princess Theatre, creating a natural partnership and synergy for theatre arts activities and education. The ultra-modern facilities of the ACA and Princess Theatre lend themselves to a dynamic setting for the program.

4. A new residence hall serving the Alabama Center for the Arts and dedicated to students in the Arts at Athens State and Calhoun Community College will open in Summer 2024, contributing to the affordability and access to housing for students in the program.
5. Athens State University, a demonstrably enterprising institution now in its third century of existence, has a long and continuous history of providing an affordable and high-quality education to the residents of Alabama and is among the most affordable institutions in the state.

List external entities that may have supplied letters of support attesting to the program's strengths and attach letters with the proposal at the end of this document.

1. Kimberly Parker, Dean of Fine Arts, Calhoun Community College
2. Karen Mockensturm, CEO, Fantasy Playhouse Children's Theatre & Academy
3. Katherine Earnest, President, Bank Street Players (Decatur, AL)

II. Background with Context

A. Concise Program Description

The BFA in Theatre provides intensive, hands-on training for students who desire careers as professional actors, theatre practitioners, and theatre teachers. Students in the program will complete a core curriculum that includes courses in acting, directing, stagecraft, theatre history, and dramatic literature. These courses provide a solid foundation in the fundamental aspects of theatre. The program will offer students numerous opportunities to participate in productions. These may include plays, musicals, and other performance projects. Students often gain practical experience by auditioning for roles, working backstage, or taking on technical roles in the production process. Four distinct concentrations allow students to specialize in a particular area of interest; they are: Performance, Musical Theatre, Production Design and Technology, and Theatre Education.

B. Student Learning Outcomes

List four (4) to seven (7) of the student learning outcomes of the program.

1. Students will demonstrate fluency in the fundamental principles, theoretical concepts, and practical skills associated with the theatre.



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2. Students will express themselves creatively and artistically through various theatrical forms, including acting, directing, design, or other specialized areas
3. Students will exhibit professionalism necessary for the theatre industry, including punctuality, preparedness, ethical conduct, and the ability to work in a professional theatre environment.
4. Students will critically analyze theatrical works, including performances, scripts, and production designs
5. Students will apply technical and production skills related to theatre, such as set design, costume design, lighting design, projections design, sound design, stage management, or other specialized areas.
6. Students will engage in reflective practices, evaluate their own work, seek constructive feedback, and identify areas for growth and improvement.
7. Students will discuss societal, cultural, and global concepts as they apply to and arise from the repertoire and literature of the theatre.

C. Administration of the Program

Name of Dean and College: C. David Ragsdale, DMA, College of Arts and Sciences

Name of Department/Division: Department of Fine and Performing Arts

Name of Chairperson: Pamela Keller, MFA

D. Similar Programs at Other Alabama Public Institutions

List programs at other Alabama public institutions of the same degree level and the same (or similar) CIP codes. If no similar programs exist within Alabama, list similar programs offered within the 16 SREB states. If the proposed program duplicates, closely resembles, or is similar to any other offerings in the state, provide justification for any potential duplication.

CIP Code	Degree Title	Institution with Similar Program	Justification for Duplication
50.0501	Theatre, BA/BFA	Auburn University	Outside of service area
	Theatre, BA	Jacksonville State	Outside of service area, not a BFA
	Theatre, BA/BFA	UA	Outside of service area
	Theatre, BA	UAB	Outside of service area, not a BFA
	Theatre, BA	UAH	Not a BFA, no Theatre Education or Musical Theatre concentrations
	Cinematic Arts and Theatre, BFA	UNA	No Theatre Education or Musical Theatre concentrations
	Dramatic Arts, BA/BFA	USA	Outside of service area, no Theatre Education or Musical Theatre concentrations.



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E. Relationship to Existing Programs within the Institution

1. Is the proposed program associated with any existing offerings within the institution, including options within current degree programs? Yes No

Athens State University's original BA in Drama program arose as an extension of the English/dramatic literature curriculum, principally through the perspective of two faculty in English: one a medievalist and the other a Shakespearean expert. It was through their literary/medieval lens that certain courses and eventually the BA in Drama was created, with a General Studies curriculum steeped in courses in dramatic literature, Renaissance drama, poetry and poetics, mythology, and Shakespeare, to name a few. Due to exigencies within the Alabama Center for the Arts and regional need, the demand for a more modern curriculum that offers opportunities for students to study theatre education, technical theatre, musical theatre, and performance have risen dramatically.

Related Degree Program Level	Related Degree Program Title	Explanation of the Relationship Between the Programs
BA	Drama and Theatre Arts	This BFA in Theatre will replace the BA in Drama and Theatre Arts.

2. Will this program replace any existing programs or specializations, options, or concentrations? Yes No

If yes, please explain.

The BFA in Theatre will replace the existing BA in Drama and Theatre Arts with new concentrations that area community college students demand. Whereas the BFA is the professional degree in Theatre, most appropriate to the mission of the ACA as a regional Center for the Arts, we propose a shift from the literature-based BA in Drama and Theatre Arts to the performance-based B.F.A. in Theatre with concentrations in Performance, Production Design and Technology, Musical Theatre, and Theatre Education (with P-12 certification)

3. Will the program compete with any current internal offerings? Yes No

If yes, please explain.

F. Collaboration

- Have collaborations with other institutions or external entities been explored? Yes No

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.

- Have any collaborations within your institution been explored? Yes No

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.



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G. Specialized Accreditation

- 1. Will this program have any external accreditation requirements in addition to the institution's SACSCOC program requirements? Yes [] No [x]

If yes, list the name(s) of the specialized accrediting organization(s) and the anticipated timeframe of the application process.

- 2. Does your institution intend to pursue any other non-required accrediting organizations for the program?* Yes [x] No []

If yes, list the name(s) of the organization(s) and the purpose of the pursuit.

Ultimately, the institution will seek accreditation with the National Association of Schools of Theatre (NAST), an organization of schools, conservatories, colleges, and universities with approximately 193 accredited institutional members. It establishes national standards for undergraduate and graduate degrees and other credentials for theatre and theatre-related disciplines, and provides assistance to institutions and individuals engaged in artistic, scholarly, educational, and other theatre-related endeavors.

NAST shares administrative oversight with NASAD, NASM, and NASD (Art, Music, and Dance, respectively). The art and design unit at Athens State is currently undergoing an initial review for Associate Membership in the National Association of Schools of Art and Design. Once complete, the Theatre unit will likewise pursue Associate Membership with NAST.

Note: Check No to indicate that non-required external accreditation will not be pursued, which requires no explanation.

H. Admissions

- Will this program have any additional admissions requirements beyond the institution's standard admissions process/policies for this degree level? Yes [] No [x]

If yes, describe any other special admissions or curricular requirements, including any prior education or work experience required for acceptance into the program.

I. Mode of Delivery

Provide the planned delivery format(s) (i.e., in-person, online, hybrid) of the program as defined in policy along with the planned location(s) at which the program will be delivered (i.e., on-campus and/or at specific off-campus instructional site(s)). Please also note whether any program requirements can be completed through competency-based assessment.

This program will be delivered in-person at the Alabama Center for the Arts in Decatur, Alabama. However, in the future, individual classes could be offered online, in a hybrid format, or on the Athens State University main campus in Athens, Alabama.

J. Projected Program Demand (Student Demand)

Briefly describe the primary method(s) used to determine the level of student demand for this program using evidence, such as enrollments in related coursework at the institution, or a



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survey of student interest conducted (indicate the survey instrument used), number and percentage of respondents, and summary of results.

According to IPEDS data generated by Lightcast Analyst, bachelor's degree program completions in drama and theatre saw 14% growth between 2017 and 2021. This is the first indicator of student demand.

The second indicator of student demand came from community college partner requests to offer a musical theatre concentration at Athens State University. This interest was verified via a survey administered to currently-enrolled students at Calhoun Community College. Watermark Course Evaluations and Surveys was the tool used to gather information, and there were 18 respondents.

Question: What is your level of interest in pursuing a BFA at Athens State University?

Response Option	Percent	Frequency
Very interested	50.0%	9
Somewhat interested	22.2%	4
Total	72.2%	13

Question: Which concentration within the revised BFA program most appeals to you?

Response Option	Percent	Frequency
Musical Theatre	55.6%	10
Performance	5.6%	1
Production Design & Tech	22.2%	4
Theatre Ed (P-12 Cert.)	16.6%	3

Question: How likely are you to pursue your bachelor's degree at Athens State University?

Response Option	Percent	Frequency
Very likely	66.7%	12
Somewhat likely	5.5%	1
Total	72.2%	13

Question: When would you most likely transfer to Athens State University?

Response Option	Percent	Frequency
Fall 2024 – Summer 2025	61.11%	11
Fall 2025 – Summer 2026	27.78%	5
Beyond Summer 2026	5.56%	1
No plans	5.56%	1
Total	100.0%	18



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III. Program Resource Requirements

A. Proposed Program Faculty*

Current Faculty and Faculty to Be Hired

Complete the following New Academic Degree Proposal Faculty Roster to provide a brief summary and qualifications of current faculty and potential new hires specific to the program.

*Note: Institutions must maintain and have current as well as additional faculty curriculum vitae available upon ACHE request for as long as the program is active, but CVs are not to be submitted with this proposal.

Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Hugh K. Long (FT)	All non-technical and non-musical theatre courses.	PhD in Drama, Tufts University MA in Theatre Arts, CSU-Northridge BFA in Acting, NYU	
William Richardson (FT)	DR 319: Technical Theatre DR 321: Principles of Scenic Lighting and Design DR 323: Scenic Art DR 336: Theatre Production Management EH 311: Drama production	MFA in Technical Theatre, Northern Illinois University BA in Theatre Arts, Eastern Illinois State University	72 graduate hours in the field of Technical Theatre
Kevin Kelleher (FT)	Relevant music courses.	Doctor of Music Arts, Boston University Master of Music Ed, Old Dominion U. Bachelor of Music Ed, Old Dominion U.	
Additional Faculty (To Be Hired)			
1	2	3	4
FACULTY POSITION (FT, PT)	COURSES TO BE TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
PT	TH 350: Jazz Dance TH 351: Modern Dance TH 352: Ballet TH 353: Tap Techniques	Master's degree in Dance or Musical Theatre or equivalent qualifications will be required.	One dance course will be offered each semester; an adjunct instructor (PT Faculty) will be hired to teach these courses.
PT	MU 315: Private Vocal I MU 316: Private Vocal II	Master's degree in Vocal Music or Vocal Performance or equivalent qualifications will be required.	One vocal course will be offered each semester; an adjunct instructor (PT faculty member) will be hired to teach these courses.

Abbreviations: (FT, PT): Full-Time, Part-Time; (D, UN, UT, G, DU): Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Graduate, Dual: High School Dual Enrollment
 Course Modality: (IP, OL, HY, OCIS): In-Person, Online, Hybrid, Off-Campus Instructional Site
 Courses Taught/To be Taught – For a substantive change prospectus/application, list the courses to be taught, not historical teaching assignments.



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B. All Proposed Program Personnel

Employment Status of Program Personnel		Personnel Information		
		Count from Proposed Program Department	Count from Other Departments	Subtotal of Personnel
Current	Full-Time Faculty	3		
	Part-Time Faculty			
	Administration			
	Support Staff		1	
**New To Be Hired	Full-Time Faculty			
	Part-Time Faculty	2		
	Administration			
	Support Staff			
			Personnel Total	6

****Note:** Any new funds designated for compensation costs (Faculty (FT/PT), Administration, and/or Support Staff to be Hired) should be included in the New Academic Degree Program Business Plan Excel file. Current personnel salary/benefits (Faculty (FT/PT), Administration, and/or Support Staff) should not be included in the Business Plan.

Provide justification that the institution has proposed a sufficient number of faculty (full-time and part-time) for the proposed program to ensure curriculum and program quality, integrity, and review.

C. Equipment

Will any special equipment be needed specifically for this program? Yes No
 If yes, list the special equipment. Special equipment cost should be included in the New Academic Degree Program Business Plan Excel file.

D. Facilities

Will any new facilities be required specifically for the program? Yes No
 If yes, list only new facilities. New facilities cost should be included in the New Academic Degree Program Business Plan Excel file.

Will any renovations to any existing infrastructure be required specifically for the program? Yes No
 If yes, list the renovations. Renovation costs should be included in the New Academic Degree Program Business Plan Excel file.



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E. Assistantships/Fellowships

Will the institution offer any assistantships specifically for this program? Yes No

If yes, how many assistantships will be offered?

The expenses associated with any *new* assistantships should be included in the **New Academic Degree Program Business Plan Excel file**.

F. Library

Provide a brief summarization (one to two paragraphs) describing the current status of the library collections supporting the proposed program.

The BFA in Theatre program should not require the acquisition of additional databases. The library will continue to purchase new monographs within the current budget. Below is an inventory of current theatre arts-related holdings; journals and online titles are accessible through Bloomsbury Drama Online and ProQuest Arts & Humanities databases.

Print books:	1,707 titles
E-books:	8,390 titles
Performance videos:	Approximately 543 videos
Play texts:	4,569 resources
Audioplays:	444 resources
Peer-reviewed journals	180 titles

Athens State University's Kares Library operates its physical building and virtual chat service from 8:30 am to 6:30 pm, Monday through Thursday, and from 8:30 am to 4:30 pm on Fridays. Virtual chat is available on Sundays. Students and faculty have 24-hour access to electronic databases and subject guides created by the dedicated subject librarian.

As a member of the Network of Alabama Academic Libraries (NAAL) and OCLC, a global resource-sharing network, Kares Library facilitates access to materials from around the world via interlibrary loan services. Particularly within NAAL, items are often procured swiftly, with periodical articles commonly arriving electronically on the same day as the request. Monographs are delivered to NAAL member libraries via UPS courier service.

Will additional library resources be required to support the program? Yes No

If yes, briefly describe how any deficiencies will be remedied, and include the cost in the **New Academic Degree Program Business Plan Excel file**.

G. Accreditation Expenses

Will the proposed program require accreditation expenses? Yes No

If yes, briefly describe the estimated cost and funding source(s) and include cost in the **New Academic Degree Program Business Plan Excel file**.

H. Other Costs



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Please explain any other costs to be incurred with program implementation, such as marketing or recruitment costs. Be sure to note these in the New Academic Degree Program Business Plan Excel file.

N/A

I. Revenues for Program Support

Will the proposed program require budget reallocation? Yes No

If yes, briefly describe how any deficiencies will be remedied and include the revenue in the New Academic Degree Program Business Plan Excel file.

Will the proposed program require external funding (e.g., Perkins, Foundation, Federal Grants, Sponsored Research, etc.)? Yes No

If yes, list the sources of external funding and include the revenue in the New Academic Degree Program Business Plan Excel file.

Please describe how you calculated the tuition revenue that appears in the New Academic Degree Program Business Plan Excel file. Specifically, did you calculate using cost per credit hour or per term? Did you factor in differences between resident and non-resident tuition rates?

IV. Employment Outcomes and Program Demand (Industry Need)

A. Standard Occupational Code System

Using the federal Standard Occupational Code (SOC) System, indicate the top three occupational codes related to post-graduation employment from the program. A full list of SOCs can be found at <https://www.onetcodeconnector.org/find/family/title#17>.

A list of Alabama's *In-Demand Occupations* is available at <https://www.ache.edu/index.php/policy-guidance/>.

SOC 1 (required): 25-1099, Postsecondary Teachers

SOC 2 (optional): 27-2012, Producers and Directors

SOC 3 (optional): 27-2042, Musicians and Singers

Briefly describe how the program fulfills a specific industry or employment need for the State of Alabama. As appropriate, discuss alignment with Alabama's Statewide or Regional Lists of In-Demand Occupations (<https://www.ache.edu/index.php/policy-guidance/>) or with emerging industries as identified by *Innovate Alabama* or the *Economic Development Partnership of Alabama* (EDPA).

According to data from Lightcast, there are an estimated 750 annual job openings in Alabama for individuals with a bachelor's degree in drama and theatre arts compared to 133 annual completions. This indicates that there is room for growth in the post-secondary market for the proposed BFA in Theatre.

In Alabama, Lightcast forecasts using BLS data predict that 3,937 additional post-secondary teachers will be needed between 2022 and 2032, which translates to 15.0% growth.



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B. Employment Preparation

Describe how the proposed program prepares graduates to seek employment in the occupations (SOC codes) identified.

The BFA in Theatre will be offered through the College of Arts and Sciences. The curriculum is structured to produce graduates who possess a diverse range of coursework appropriate to a career that demands a person be highly skilled in one of the areas of concentration: performance, musical theatre, technical theatre, and theatre education. Therefore, a number of SOC codes beyond those listed above are possible; among them are:

27-2011.00	Actors
27-2099.00	Entertainers and Performers
27-4015.00	Lighting Technicians
27-2032.00	Choreographers
25-1121.00	Art, Drama, and Music Teachers, Postsecondary

C. Professional Licensure/Certification

Please explain if professional licensure or industry certification is required for graduates of the proposed program to gain entry-level employment in the occupations selected. Be sure to note which organization(s) grants licensure or certification.

The Theatre Education Concentration will require licensure from the Alabama State Department of Education. All students seeking a degree from the College of Arts and Sciences with a minor or concentration in Education with subsequent licensure and certification by the State of Alabama, are required to be admitted to the College of Education Teacher Education Program and pass the appropriate Praxis II exams for their program of study.

D. Additional Education/Training

Please explain whether further education/training is required for graduates of the proposed program to gain entry-level employment in the occupations selected.

None



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V. Curriculum Information for Proposed Degree Program

- A. Program Completion Requirements: Enter the credit hour value for all applicable components (enter N/A if not applicable).

Curriculum Overview of Proposed Program (Theatre Education Concentration)	
Credit hours required in general education	62
Credit hours required in program courses	22
Credit hours in program electives/concentrations/tracks	31
Credit hours in free electives	9
Credit hours in required research/thesis	N/A
Total Credit Hours Required for Completion	124

Curriculum Overview of Proposed Program (Musical Theatre Concentration)	
Credit hours required in general education	62
Credit hours required in program courses	22
Credit hours in program electives/concentrations/tracks	22
Credit hours in free electives	18
Credit hours in required research/thesis	N/A
Total Credit Hours Required for Completion	124

Curriculum Overview of Proposed Program (Performance Concentration, Production Design and Technology Concentration)	
Credit hours required in general education	62
Credit hours required in program courses	22
Credit hours in program electives/concentrations/tracks	19
Credit hours in free electives	18
Credit hours in required research/thesis	3
Total Credit Hours Required for Completion	124

Note: The above credit hours **MUST** match the credit hours in the *Curriculum Components of Proposed Program* table in Section V.G.

- B. Maximum number of credits that can be transferred in from another institution and applied to the program: A maximum of 93 credit hours can be transferred from another institution. This aligns with SACSCOC and Athens State University policy that students must complete at least 25% of the bachelor's degree requirements in-residence.

- C. Intended program duration in semesters for full-time students: 4



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D. Intended program duration in semesters for part-time students: 10

E. Does the program require students to demonstrate industry-validated skills, Yes No

specifically through an embedded industry-recognized certification, structured work-based learning with an employer partner, or alignment with nationally recognized industry standards?

If yes, explain how these components fit with the required coursework.

F. Does the program include any concentrations? Yes No

If yes, provide an overview and identify these courses in the *Electives/Concentrations/Tracks* section in the Curriculum Components of Proposed Program Table in Section V.G.

G. Please provide all course information as indicated in the following table. Indicate new courses with "Y" in the associated column. If the course includes a required work-based learning component, such as an internship or practicum course, please indicate with a "Y" in the WBL column.



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Program Name:		Theatre BFA: Theatre Education Concentration		
Program Level:		Bachelor's degree		
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
General Education Courses (Undergraduate Only)				
	Transfer work	62		
Program Courses				
EH 312	Dramatic Literature	3		
TH 313	Modern American Drama	3		
TH 319	Technical Theatre	3		
TH 333	Acting: Fundamentals of Technique	3		
TH 330	Script Analysis	3	Y	
TH 400	Business of Show Business	3	Y	
UNV 300	Pathways to Success	3		
UNV 400	Career Seminar	1		
Program Electives/Concentrations/Tracks				
ED 301	Introduction to Teaching	1		
ED 302	Foundations of Education	3		
ED 305	Technology and Media in Education	3		
ED 322	Basic Principles of ELL Education	3		
ED 3xx	Assessment Strategies for the P-12 Theatre Classroom	3	Y	
ED 3xx	Classroom Management in Theatre Education	3	Y	
SE 301	Survey of Exceptional Learners	3		
TH 455	Theatre for Young Audiences: Materials and Methods in P-5	3	Y	
TH 457	Materials and Methods in Theatre Education 6-12	3	Y	
TH 451	Internship in Theatre P-12	6	Y	Y
	Electives	9		
Research/Thesis				
*Total Credit Hours Required for Completion		124		

*Note: The total credit hours should equal the total credit hours in the Curriculum Overview table (V.B. p. 9).



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Program Name:		Theatre BFA: Musical Theatre Concentration		
Program Level:		Bachelor's degree		
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
General Education Courses (Undergraduate Only)				
	Transfer work	62		
Program Courses				
EH 312	Dramatic Literature	3		
	One Theatre Literature/History Course (TH 313, TH 426, TH 455, TH 331, TH 310, or TH 315)	3		
TH 319	Technical Theatre	3		
TH 333	Acting: Fundamentals of Technique	3		
TH 330	Script Analysis	3	Y	
TH 400	Business of Show Business	3	Y	
UNV 300	Pathways to Success	3		
UNV 400	Career Seminar	1		
Program Electives/Concentrations/Tracks				
MU 315	Private Vocal I	2		
MU 316	Private Vocal II	2		
	Two of the following Dance courses: TH 350 Jazz, TH 351 Modern, TH 352 Ballet, TH 353 Tap Techniques	6		
TH 468	Musical Theatre Performance	3		
TH 461	Practicum in Performance I	3	Y	
TH 462	Practicum in Performance II	3	Y	
TH 470	Musical Theatre Showcase (must be taken in final term)	3		
	Electives	18		
Research/Thesis				
*Total Credit Hours Required for Completion		124		



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Program Name:	Theatre BFA: Performance Concentration			
Program Level:	Bachelor's degree			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
General Education Courses (Undergraduate Only)				
	Transfer work	62		
Program Courses				
EH 312	Dramatic Literature	3		
	One Theatre Literature/History Course (TH 313, TH 426, TH 455, TH 331, TH 310, or TH 315)	3		
TH 319	Technical Theatre	3		
TH 333	Acting: Fundamentals of Technique	3		
TH 330	Script Analysis	3	Y	
TH 400	Business of Show Business	3	Y	
UNV 300	Pathways to Success	3		
UNV 400	Career Seminar	1		
Program Electives/Concentrations/Tracks				
TH 433	Directing	3	Y	
TH 335	Acting: Movement and Stage Combat	3		
TH 337	Acting for the Camera	3	Y	
TH 338	Acting: Voice Over Technique	3	Y	
TH 461	Practicum in Performance I	3	Y	
TH 462	Practicum in Performance II	3	Y	
TH 448	Professional Portfolio	1	Y	
	Electives	18		
Research/Thesis				
TH 469	Theatre Senior Thesis (must be taken in final term)	3		
*Total Credit Hours Required for Completion		124		



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Program Name:	Theatre BFA: Production Design and Technology Concentration			
Program Level:	Bachelor's degree			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
General Education Courses (Undergraduate Only)				
	Transfer work	62		
Program Courses				
EH 312	Dramatic Literature	3		
	One Theatre Literature/History Course (TH 313, TH 426, TH 455, TH 331, TH 310, or TH 315)	3		
TH 319	Technical Theatre	3		
TH 333	Acting: Fundamentals of Technique	3		
TH 330	Script Analysis	3	Y	
TH 400	Business of Show Business	3	Y	
UNV 300	Pathways to Success	3		
UNV 400	Career Seminar	1		
Program Electives/Concentrations/Tracks				
Choose two of the following design courses:		6		
TH 323	Scenic Design (3 Credits)		Y	
TH 324	Lighting and Projections Design (3 credits)		Y	
TH 326	Costume Design (3 credits)			
TH 328	Props Design (3 credits)			
Choose one 300-level Technology course:		3		
TH 322	Scenic Art (3 credits)			
TH 336	Stage Management (3 credits)			
TH 321	Puppetry (3 credits)			
Choose one 400-level Technology course:		3		
TH 441	Graphics for Production Design (3 credits)		Y	
TH 440	Advanced Stage Technology (3 credits)			
TH 442	Hand Rendering for the Stage (3 credits)		Y	
TH 467	Practicum in Production I	3	Y	
TH 468	Practicum in Production II	3	Y	
TH 448	Professional Portfolio	1	Y	
	Electives	18		
Research/Thesis				
TH 469	Theatre Senior Thesis (must be taken in final term)	3		
*Total Credit Hours Required for Completion		124		



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Letters of Support



CALHOUN COMMUNITY COLLEGE

Post Office Box 2216 • Decatur, Alabama 35609-2216 • Phone 256-306-2500 • www.calhoun.edu

October 18, 2023

Alabama Commission on Higher Education
100 North Union Street
Montgomery, Alabama 36104

To Whom It May Concern:

I am writing to support Athens State University's proposal to move from a BA to a BFA in Theatre with concentrations in Performance, Musical Theatre, and Theatre Education.

As I'm sure you know, Athens State's arts programs are housed at the Alabama Center for the Arts along with the programs from Calhoun Community College. The ACA is not only an institution of higher learning, but also a hub for the arts in our North Alabama communities. We help bring studio art, graphics and multimedia, music, and of course, theatre to the residents of Morgan, Limestone, and Madison counties.

Calhoun's theatre programs all utilize a performance-based curriculum which mirrors the professional industry. I feel that it would be most beneficial for Athens State to offer a similar curriculum for those students who intend to enter careers in the field, making the transition from Calhoun to Athens State a seamless continuation to the 4-year degree. The proposed BFA aligns more closely with the interests and demands of our students and faculty.

Currently, there is no other institution in Alabama outside of Troy for Theatre education and teacher preparation, so the North Alabama region is unrepresented in terms of educational options in that field. Offering Theatre Education at the ACA would give a significant boost to our student populations and the region at large.

The partnership between Calhoun and Athens State focuses on creating professional pathways that will result in successful arts careers for our graduates. I believe the BFA will support that endeavor most effectively. I respectfully encourage the approval of this degree and am happy to answer any questions you may have.

Kindest regards,

Kimberly Parker
Dean of Fine Arts, Executive Director of the Alabama Center for the Arts
133 2nd Avenue NE, Decatur, AL 35601 • 256-306-2701



January 29, 2024

Re: Statement of Support for Athens State University Department of Fine & Performing Arts

Dear Alabama Commission on Higher Education;

I am writing to share my support of Athens State University (ASU)'s new program proposal to change the Department of Fine & Performing Arts program into a Bachelor of Fine Arts (BFA) in Theatre with concentrations in Performance, Production Design and Technology, Musical Theatre, and Theatre Education (with P-12 certification).

My interest is both professional and personal since I know first-hand the enrichment value of ASU's theatre and arts education programming as well personal experience with Dr. Hugh Long's dedication to creating impactful curriculum for his students as they prepare for professional theatrical careers. The proposed BFA degree tract will increase the rigor of ASU's already outstanding curriculum, requiring students to do a deeper dive into their chosen theatre arts specialty, thereby increasing their knowledge base and providing a robust foundation of experiential learning that will serve them well in their professional field and/or as they pursue post graduate programs.

As the CEO of Fantasy Playhouse Children's Theater & Academy (FPCTA), a thriving theatre arts education non-profit that has seen a 500% growth in demand for our services as our region's population has exploded, I can testify that our biggest challenge is finding qualified creative professionals to teach, direct, design, and create new works. ASU's proposed BFA program would positively impact the arts education workforce pipeline and serve to retain our talented alumni in North Alabama by providing them with a rigorous program to continue their professional development and theatrical studies.

In my opinion, ASU is uniquely qualified to offer a BFA program with the Alabama Center for Performing Arts, Dr. Long's established leadership, and the professional partnerships ASU has created with organizations like ours that are dedicated to providing the next generation with quality training and future employment opportunities, as well as feeding ASU with new students.

FPCTA remains committed to working with current ASU students and alumni as paid interns and part time teaching staff, touring show company members, and artistic personnel. It would be our honor to support a new BFA program.

Yours sincerely,

A handwritten signature in blue ink that reads "Karen Mockensturm". The signature is fluid and cursive, with the first name "Karen" being the most prominent.

Karen Mockensturm, CEO



January 29, 2024

To Whom It May Concern;

My name is Katherine Earnest. I currently serve as the President of the Bank Street Players community theater board in Decatur, AL. I am writing in support of the proposed Bachelor of Fine Arts at Athens State. I believe this change would be extremely beneficial to the students in the area.

The current facility, Alabama Center for the Arts, has the perfect setting for students to acquire the knowledge to pursue careers in performance as well as state of the art technical skills. I have had the privilege of participating as a performer in several productions at the ACA so I know from experience what a wonderful facility it is. I enthusiastically endorse the proposed change. It will be an asset to the students and to the community.

Respectfully submitted

Katherine G Earnest

Phone - 256-303-5361

516 Dogwood Pl SW

Decatur, Al. 35603

New Academic Degree Program Summary (Business Plan)