From: Kevin W. Sightler <ksightler@sacscoc.org>
Sent: Saturday, August 28, 2021, 12:08 PM
To: Hartman, Heather Gibbons
Cc: Denise Young
Subject: SACSCOC Executive Council Decision

Dear SACSCOC liaison,

In the interest of time during the pandemic, we're temporarily emailing to you the text of decisions by the Executive Council of the SACSCOC Board of Trustees (excluding closure approvals); please see the text below. Mailed letters and invoices may be slightly delayed while staff work staggered days.

Notes:

1. Invoice is not attached to this email. It will be included, as needed, with the mailed letter to the liaison.
2. Invoices are now mailed with the letter copy to the liaison rather than with the original letter to the CEO.
3. Keep this email.

For the benefit of accreditation verifiers:

> This email is an official communication from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). It should be given the same consideration as a printed and signed letter during the coronavirus pandemic until such letters can be produced.

/s/ Kevin W. Sightler, Ph.D.
Director of Substantive Change
Southern Association of College and Schools
Commission on Colleges

Do not reply to this email

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Subject to edits for form
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August 27, 2021

Dr. Donde Ashmos Plowman
Chancellor
The University of Tennessee, Knoxville
527 Andy Holt Tower
1331 Circle Park Drive
Knoxville, TN 37996

Dear Dr. Plowman:

Thank you for submitting the following substantive change:

Substantive change:
New Program-Approval
Certificate in Horticultural Therapy
Submission date:
4/13/2021
Intended Implementation date:
10/11/2021
Case ID:
SC013582

The University of Tennessee Knoxville is proposing to implement a post-baccalaureate Certificate program in Horticultural Therapy. The new program aligns with the mission of the institution to move forward the frontiers of human knowledge and enrich and elevate the citizens of the state of Tennessee, the nation, and the world. Horticultural therapy can improve the health and wellbeing of individuals. The certificate program will allow UT to explore the therapeutic effects of horticultural therapy, educate future practitioners, and provide further collaborations with healthcare organizations and in future research on horticultural therapy.
The target audience for the certificate program is allied health professionals who wish to receive an additional level of training in the use of horticulture therapy. The program will be ongoing with a projected initial cohort enrollment of 10 to 15 students, growing to 30 students per cohort. The program method of delivery will be distance education with one course being offered in a hybrid format on the UT campus. Development and approval for the program followed the established

faculty and administrative processes. The University has the faculty and other resources to support the program and believes it is well-positioned to offer a certificate program in horticultural therapy.

The certificate program will require the completion of three courses totaling nine credit hours. The program will be offered in three consecutive terms (distance education courses are offered in two terms per semester) and can be completed in seven months. Content for the three courses includes an introduction to horticultural therapy (PLSC411), horticultural therapy programming and techniques (PLSC412), and horticultural therapy program management (PLSC413). As noted above, PLSC 413 will be taught via distance education with a one-week residency on the UT campus. The three courses in the program were granted accreditation by the American Horticultural Therapy Association for a period of five years. A course schedule and course descriptions for the program were provided.

The program has eleven student learning outcomes (SLOs). Program assessment will be performed by the program faculty. Results will be analyzed with the faculty in the Herbert College of Agriculture and results reported to the Associate Dean and Dean of the Herbert College of Agriculture. Admission and graduation requirements for the program were described. UT uses the standard federal definition for the awarding of the credit hour. Administrative oversight of the certificate program will be provided by the Program Coordinator, who is the administrator for the on-campus UT Gardens Education and Horticultural Therapy Program.

One part-time faculty member will provide instruction for the three courses. The instructor is the Education and Horticultural Therapy Program Administrator at UT Gardens. He holds the M.S. in Recreation and Leisure Studies/Therapeutic Recreation, and the Ph.D. in Plant, Soil, and Environmental Science. He is a Certified Recreation Specialist (CTRS) and a registered Horticultural Therapist (HTR) with the American Horticultural Therapy Association. He appears to be qualified to teach the coursework assigned. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review team who will assess the program as part of the institution's next SACSCOC accreditation review.

Library and learning resources appear to be adequate for the program. Standard library resources include adequate library staff, print and electronic materials,

computer equipment, instructional services, and library consortia agreements. Discipline-specific resources for the program were described.
Student support services also appear to be adequate. Along with standard academic support services, specific support provided to distance education students will be provided by the Office of Information Technology (OIT), which provides support for the Canvas learning management system (LMS), and access to, and support for Zoom.
UT will use the existing technology infrastructure to support students in the distance education certificate program. Faculty members will use their existing computer systems and resources to offer coursework in the program. As noted, the LMS utilized by students and faculty is Canvas, a robust LMS. The one-week residency at the campus will utilize the UT Gardens and classroom space at the UT Institute of Agriculture (UTIA). Thus, the new program will have little impact on existing resources that are already in place.
Financial resources appear to be adequate to support the new program. Based on tuition revenue for an enrollment of 15 students, the first-year budget projects a positive net revenue. A contingency plan is in place should enrollment not meet expectations.
Program evaluation will follow the institutional process used to assess program effectiveness at UT. SLO assessment data are collected and analyzed annually by faculty to improve student learning, with data and analysis loaded into the assessment database, Campus Labs. The data are reviewed annually at the campus level with feedback provided to the faculty assessors for improvement of the data collection, analysis, and use for curriculum or pedagogical revisions. Learning outcomes for the Certificate program in Horticultural Therapy will be evaluated using direct measures (exams directly related to SLOs and graded by prepared rubrics) each spring semester at the end of each instructional cohort.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Certificate program in Horticultural Therapy. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

Enclosed is an invoice for $500 to help defray the cost of reviewing the prospectus.

Should you need assistance, please contact Dr. Denise Y. Young at 404-679-4501 or via email at dyoung@sacscoc.org.

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Note: The SACSCOC substantive change policy was revised in 2020 and updated in March and June 2021. The policy has many new requirements and changes to previous requirements. The Substantive Change Policy and Procedures and learning resources are available on the substantive change webpage at www.sacscoc.org.

Sincerely,

Belle S. Wheelan, Ph.D.
President

BSW/LCS:lp

Enclosure (invoice with liaison's copy only)

cc: Dr. Heather G Hartman, Assistant Vice Provost & SACSCOC Liaison, The University of Tennessee, Knoxville
Dr. Denise Y. Young, Vice President, SACSCOC