

**BOARD OF GOVERNORS
STATE UNIVERSITY SYSTEM OF FLORIDA
NEW DOCTORAL DEGREE PROPOSAL STAFF ANALYSIS**

Program: Ph.D. in Linguistics & Applied Language Studies **CIP Code:** 16.0102

Institution: USF

Proposed Implementation Date: Fall 2016

Staffed By: C. Oakley

Initial Review Date: 3/23/16

Last Update: 5/4/16

Projected program costs:

	Total	% & \$ Current Reallocated	% & \$ New Recurring	% & \$ New Non- Recurring	% & \$ C&G	Auxiliar y Funds	Cost per FTE	SUS 12-13 Average Cost per FTE
Year 1	\$129,800	100% \$129,800	0% \$0	0% \$0	0% \$0	\$0	\$17,307	\$16,066.08 CIP 16
Year 5	\$281,304	100% \$281,304	0% \$0	0% \$0	0% \$0	\$0	\$11,366	

Projected FTE and Headcount are:

	Student Headcount	Student FTE
First Year	10	7.5
Second Year	18	13.5
Third Year	25	18.75
Fourth Year	33	24.75
Fifth Year	33	24.75

On March 29, 2007, the Florida Board of Governors approved Board Regulation 8.011, which sets forth criteria for implementation and authorization of new doctorates by the Board of Governors, as well as criteria for implementation and authorization of Bachelor's, Master's and Specialist degrees by Boards of Trustees. The following staff analysis is an assessment of how well the university meets Board Accountability and Readiness criteria for implementation of this degree program.

Proposal Page Numbers:

INTRODUCTION		ACCOUNTABILI TY		READINESS				
Program Description	BOG Goals	Overall	Budget	Mission and Strength	Program Quality	Curriculum	Faculty	Resources
2-3	5-6	7-8	9-12	14-15	16-17	18-20	23-25	25-27

A. Program Description:

The discipline of Linguistics and Applied Language Studies focuses on addressing practical, everyday problems related to language. As an applied discipline, it is centered upon problems such as how writing is used by different disciplines to construct professional expertise, and in defining and measuring language abilities.

The purpose of the proposed program is to prepare researchers who will contribute to research and education in Applied Linguistics, as they promote principled approaches to language-related concerns. The program will be housed in the Department of World Languages. Its faculty will conduct research in areas such as speech sounds, internet language, dictionary making, instructional materials, and multilingualism in international contexts and professional communication.

The program will require 55 credits of coursework beyond the master's degree: 37 hours of coursework and 18 hours of dissertation research.

B. System-Level Analysis and Evaluation in accordance with BOG Regulation 8.011:

This proposal states that the Ph.D. in Linguistics and Applied Language Studies adheres to the State University System (SUS) strategic plan by improving the quality and relevance of the System's institutions with regard to state, national, and international preeminence and increasing the number of degrees awarded, attracting more research funding from external sources, increasing undergraduate participation in research to strengthen the pipeline of researchers pursuing graduate degrees, and increasing faculty and student involvement in community and business engagement activities.

With regard to need and demand, the proposal states that graduates of this program are prepared for careers in industry and academia. Employment projections appear to be incorrectly estimated as research done by Board staff found different employment projections for prospective graduates. On page 3, the proposal notes that in 2012-2013 there were 277 employment ads for Applied Linguists posted on the website LinguistList, and on page 4 it cites US Bureau of Labor Statistics that the two closely related fields of Postsecondary English Language Teachers and Postsecondary Foreign Language Teachers have a projected growth rate of 10-19%, with 10,000-49,000 new jobs predicted over the next ten years.

A search by the Board staff of LinguistList for open Applied Linguist positions on 3/21/16 found there to be 102 open positions (53 in the U.S. and 49 in countries outside of the U.S.) and a subsequent search on 4/7/16 found there to be 87 open positions (48 in the U.S. and 39 in countries outside of the U.S.). It may be that LinguistList is not the best source to use for employment openings for prospective graduates. On 4/7/16 Board staff searched HigherEdJobs for full-time and part-time faculty positions worldwide, in Foreign Languages and Literature and in Linguistics, and found there were 460 open positions.

A Board staff review on 3/21/16 of the U.S. Bureau of Labor Statistics found that during 2014-2024, the occupation of English Language and Literature postsecondary teachers is projected to grow 10%, with 9,400 new jobs expected, and Foreign Language and Literature postsecondary teachers is projected to grow 11%, with 4,100 new jobs expected. Job growth is expected as enrollments at postsecondary institutions continue to rise, although at a slower rate than in the past and many jobs are expected to be for part-time faculty.

(<http://linguistlist.org/jobs/search-job2.cfm?startdate=&enddate=&sortby=submissionid&order=DESC&startrow=1&openonly=Y&text=&multipleword=Any&rank=&country=&state=&lingfield=7189&language=&family=>).

(<http://www.bls.gov/ooh/education-training-and-library/postsecondary-teachers.htm#tab-6>).

https://www.higheredjobs.com/search/advanced_action.cfm?JobCat=157&JobCat=88&PosType=1&PosType=2&InstType=1&InstType=2&InstType=3&Keyword=&Remote=1&Remote=2&Region=&Submit=Search+Jobs

In response to a request from Board staff for clarification concerning differences found in employment openings by USF and Board staff, the University provided an explanation of the data collection methodology they used to compile information in the Need and Demand portion of the proposal. In the proposal, USF used an archival search of job listings on LinguistList over a year's time to develop projected employment openings. The Board staff analysis looked at only current employment openings on LinguistList instead of archival data. This difference in approach explains the discrepancies in employment findings by USF and Board staff for LinguistList job openings. Both USF and Board staff arrived at similar conclusions for U.S Bureau of Labor Statistics employment projections out to the year 2024.

Also, the clarification provided updated employment projections by incorporating into the proposal broadened employment data, to include "language acquisition" and "interpreters and translators" employment data. Examples of current open industry

positions were also provided in the response. The addition of new data and information strengthens the Need and Demand portion of the proposal

With regard to student demand, the proposal notes that the World Languages Department receives 8-10 inquiries a month about a Ph.D. program in Linguistics and Applied Language Studies. The proposal also notes that many of USF's graduates, as well as current master's students in its Linguistics program, expressed an interest in a Ph.D. in Applied Linguistics, as evidenced by the results of a survey they conducted with students ($n=23$). Additionally, USF mentions that it expects students from other master's programs in Linguistics from within the state, as well as elsewhere, to enroll in the proposed program. Related to this, data collected by Board staff shows the following enrollment and degrees awarded in linguistics (CIP 16.0102):

SUS Enrollments in Master's Level Courses

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
FAU	20	21	19	17	17	25	22	31	30	34
FIU	20	21	17	19	20	23	31	28	27	18
UF	52	44	42	45	57	52	46	56	52	51
USF	30	30	24	23	23	23	13	15	19	29
Total	122	116	102	104	117	123	112	130	128	132

**SUS Master's Degrees
Awarded in Linguistics**

	20042005	20052006	20062007	20072008	20082009	20092010	20102011	20112012	20122013	20132014
FAU		6	6	5	8	1	9	8	9	11
FIU	12	5	7	5	8	4	8	13	10	12
UF	9	8	7	8	2	8	9	7	8	8
USF	6	10	15	11	10	7	10	5	9	7
Total	27	29	35	29	28	20	36	33	36	38

If implemented, this program would be unique within the SUS. Although there is one other Ph.D. in Linguistics offered at the University of Florida, it is more theoretical and research focused, and the proposed degree is applied in concept.

The projected budget for the proposal is 100% funded by E&G funds and it has secured 15 graduate teaching assistantships from the World Languages Department where the program would be housed. The proposal notes that USF anticipates additional graduate assistantships through faculty grants and contracts. There is no requirement for additional faculty, classroom, or laboratory facilities.

C. Assessment of the University Review Process in accordance with BOG Regulation 8.011:

Due to the system of stair step accountability set in place by the Board of Governors in Regulation 8.011, it is now incumbent upon University Board of Trustees to verify that all doctoral programs coming before the Board of Governors have met the requirements of the regulation. The following is an assessment of the university review process to ensure that all criteria set forth have been considered by the university prior to submission to the Board of Governors office.

ACCOUNTABILITY

Check 'yes' or 'no' box, and make comments beneath criterion as appropriate.

1. Overall – *The proposal is in the correct format, includes all necessary signatures, and contains complete and accurate tables for enrollment projections, faculty effort, and the proposed budget.*

YES NO

The proposal has been approved by the university board of trustees and includes all required signatures.

The University of South Florida Board of Trustees approved the proposed program on 12/3/15.

The university has provided a proposal written in the standard SUS format which addresses new academic program approval criteria outlined in BOG Regulation 8.011.

The Board of Governors new degree proposal format is used as expressed in the Board's Regulation 8.011.

The pre-proposal was reviewed by the Council of Academic Vice Presidents (CAVP) workgroup and any concerns identified by the group have been listed and addressed in the proposal.

The pre-proposal was reviewed by the CAVP workgroup on November 17, 2014 and the group expressed concerns about a need for more clarity in the pre-proposal about the distinctions between applied linguistics and applied language studies and program purpose. The degree proposal provides a detailed narrative describing applied language studies and a purpose statement for the degree.

Additionally, the CAVP workgroup expressed concern that Florida International University will also be submitting a new degree proposal for a Ph.D. in Linguistics. The proposal provides examples of discussions USF has had with FIU about their respective proposals and their interest in future collaborations and mutual support. The proposal provides information about a conversation USF faculty had with the University of Florida, which has an existing Ph.D. program in Linguistics related to the proposal, that states both universities agreed the two programs would be mutually beneficial.

The CAVP workgroup also expressed concerns that the preproposal needed to more fully address need and demand for the proposed program. The proposal includes evidence of interest in the program from student inquiries and the results of a survey of students who expressed interest in the program. The proposal includes career information for Ph.D. graduates in the field.

- The university has provided data that supports the need for an additional program in the State University System as well as letters of support or concern from the provosts of other state universities with substantially similar programs.**

Currently there is one other Ph.D. in linguistics in the SUS, which has a more intense theoretical focus than the proposed program. The proposal includes support from an outside evaluation for creating this program at USF, and a support letter from Florida International University.

- The university has provided complete and accurate projected enrollment, faculty effort, and budget tables that are in alignment with each other.**

The university provides adequate information on enrollment (Table 1-B), however the enrollment projections in Table 1-B need to align with the enrollment projections in the cover page. Table 2, projected costs, needs to have the costs associated with assistantships and fellowships included in the subtotals and total costs for year 1 and year 5. Table 3, reallocation of E&G funds, and Table 4, faculty effort, are correct.

Tables 1, 2, 3, and 4 have been updated and/or corrected, and new tables are provided in USF's response to the Board staff request for clarification.

- The university has included a statement in the proposal signed by the equity officer as to how this proposal will meet the goals of the university's equity accountability plan.**

The proposal states that one of USF's strengths is its diversity, and that it was named the second most diverse university in Florida according to *U.S. News and World Report*. The program plan for achieving diversity has been reviewed and signed by the USF Equal Opportunity Officer on February 17, 2015.

- The program does not substantially duplicate programs at FAMU or FIU or, if it does, evidence was provided that consultations have occurred with the affected university on the impact of the new program on existing programs.**

The proposal includes a letter of support from Florida International University.

2. Budget - The proposal presents a complete and realistic budget for the program consistent with university and BOG policy, and shows that any redirection of funding will not have an unjustified negative impact on other needed programs.

YES NO

- The University Board of Trustees has approved the most recent budget for this proposal.**

The current budget was approved by the USF Board of Trustees on December 3, 2015.

- The university has reviewed the budget for the program to ensure that it is complete and reasonable, and the budget appears in alignment with expenditures by similar programs at other SUS institutions.**

The E&G cost per student FTE is projected to be \$17,307 in the first year and decreases to \$11,366 by the fifth year. The average SUS E&G cost per student credit hour for doctoral level CIP 16 is \$500 for a total of \$16,004 per student FTE. Therefore, the USF calculated E&G cost per student FTE seems to be in line with the SUS average cost per student FTE.

- The proposal indicates that the program will follow the cost-recovery or market-rate funding models. If so, details and timelines for getting approvals for these funding models are included in the proposal.**

- In the event that resources within the institution are redirected to support the new program, the university has identified this redirection and determined that it will not have a negative impact on undergraduate**

education, or the university has provided a reasonable explanation for any impact of this redirection.

The proposal notes that other programs will not be impacted by the implementation of this program.

READINESS

Check 'yes' or 'no' box, and make comments beneath criterion as appropriate.

3. Program Quality – *The proposal provides evidence that the university planning activities have been sufficient and responses to any recommendations to program reviews or accreditation activities in the discipline pertinent to the proposed program have been addressed.*

YES NO

The university has followed a collaborative planning process for the proposed program in accordance with policies and procedures adopted by the University Board of Trustees.

An external consultant has reviewed the proposal and supports the department's capability of successfully implementing this new program.

Dr. Susan Gass, University Distinguished Professor and Chair, Department of Linguistics, and Germanic, Slavic, Asian and African Languages, Michigan State University, and former President of the American Association for Applied Linguistics and the International Association of Applied Linguistics, was invited to serve as the external consultant for the program. Dr. Gass expressed "full support" for the implementation of the proposed program.

The university has found the level of progress that the department has made in implementing the recommendations from program reviews or accreditation activities in the discipline pertinent to the proposed program to be satisfactory.

The World Languages Department had an external program review in May 2014. One outcome of the review indicates the importance of the proposed Ph.D. program, which would "drive innovation with other programs housed in the department."

The university has analyzed the feasibility of providing all or a portion of the proposed program through distance learning.

The proposal notes the program will be delivered on the USF Tampa

campus.

- If necessary, the university has made allowances for licensure and legislative approval to be obtained in a timely manner.**

4. Curriculum - The proposal provides evidence that the university has evaluated the proposed curriculum and found that it describes an appropriate and sequenced course of study, and that the university has evaluated the appropriateness of specialized accreditation for the program.

YES NO

- The university has reviewed the curriculum and found that the course of study presented is appropriate to meet specific learning outcomes and industry driven competencies discussed in the proposal.**

The proposed doctoral program is geared toward students with experience with an additional language. The program will require the completion of 55 credit hours beyond a master's degree; all students will complete the same number of credit hours and no courses can be waived.

- The university anticipates seeking accreditation for the proposed doctoral program, or provides a reasonable explanation as to why accreditation is not being sought.**

The proposal notes, and Board staff verified, that no specialized accreditation is available for this program.

5. Faculty - The proposal provides evidence that the university is prepared to ensure a critical mass of faculty will be available to initiate the program based on estimated enrollments, and that faculty in the aggregate have the necessary experience and research activity to sustain a doctoral program.

YES NO

- The university has reviewed the evidence provided and found that there is a critical mass of faculty available to initiate the program based on estimated enrollments.**

The proposal initially stated that five core faculty members in the World Languages Department will be directly involved in the new program. Percent of effort for each faculty person was estimated to be low in year one as there will be limited administrative work and teaching loads remains the same initially, as all but two courses in the Ph.D. curriculum already exist. Percent of effort was projected to increase by year five as students progress

through the program. It appeared to Board staff that faculty effort was underestimated and that there were too few faculty for a Ph.D. with a projected enrollment of 33 students. Additionally, faculty effort in existing courses was not included in the projections.

Board staff requested clarification concerning faculty effort, and the university provided revised projection that increased faculty effort and associated reallocated faculty salaries and FTEs. The adjustment provides an improved estimate of faculty effort for the proposed degree.

- The university has reviewed the evidence provided and found that the faculty in aggregate has the necessary experience and research activity to sustain the program.**

The proposal explains in Table 4 that all faculty members hold terminal degrees in their fields.

- The university has reviewed the evidence provided and found the academic unit(s) associated with this new degree to be productive in teaching, research, and service.**

The proposal provides evidence of faculty productivity, with faculty having received numerous accomplishments such as the Fulbright Award, an English Specialist grant from the U.S. Department of State, USF's Outstanding Faculty Award, Outstanding Graduate Mentor Award, and Outstanding Research Award. Additionally, the faculty have lectured internationally and published in referred journals.

- If appropriate, the university has committed to hiring additional faculty in later years, based on estimated enrollments.**

The proposal notes that the academic unit for the program hired two new faculty members in 2013 for a total of five faculty, and that it plans to have advanced Ph.D. students serve as adjuncts. Therefore, it is unlikely new faculty lines will be needed in the first five years of the program.

6. Resources – *The proposal provides evidence that the university has ensured the available library volumes and serials; classroom, teaching laboratory, research laboratory, office space, equipment, clinical and internship sites, fellowships, scholarships, and graduate assistantships will be sufficient to initiate the program, and that if applicable, funding has been secured to make more resources available as students proceed through the program.*

YES NO

- The university has provided a signed statement from the Library Director verifying that the library volumes and serials available are sufficient to initiate the program.**

The proposal is signed by the library collection coordinator.

- The university has ensured that the physical space necessary for the proposed program, including classrooms, laboratories and office space, is sufficient to initiate the program.**

According to the proposal instructional space is sufficient.

- The university has ensured that necessary equipment is available to initiate the program.**

According to the proposal, all the necessary equipment is available.

- The university has ensured that fellowships, scholarships, and graduate assistantships are sufficient to initiate the program.**

The proposal notes that it has secured 15 graduate assistantships from the World Languages Department, which would house the program, and provides allowance for this within the budget with E&G being the source of these funds (with a reallocation of \$48,000 from the adjunct budget in Year five).

- If applicable, the university has ensured that the department has arranged a suitable number of clinical and internship sites.**

This section is not applicable.