

PROGRAM APPROVAL AUTHORITY - BOG REGULATION 8.011

- The BOG adopted a policy establishing criteria for new degree approval that addresses the overarching goals of the SUS relative to program quality, operational efficiency, accountability, degree production, and research. The policy also identifies which programs must be approved for implementation at the System level and requires each university to adopt program approval policies that are aligned with BOG criteria.
- Authority to implement new programs is a collaborative two-step process that devolves primary responsibility for academic and readiness review to the Board of Trustees for all degree levels. University policies with regard to new academic program approval must be on file with the BOG.

PROGRAM PLANNING

- Each university must have in place formal processes to identify new programs they plan to explore over the period covered by their strategic plans.
- A university's list will be provided to the BOG Office, and there is an expectation that only programs that appear on the list will be considered for approval by the UBOT. However, it is understood that exceptions may be made under special circumstances.

APPROVAL PROCESS

- It is expected that university staff will have in place a process for review of all new degree proposals before they are considered by the UBOT.
- A standard new degree proposal format has been provided by BOG staff and shall be used for all degree levels to ensure each UBOT is addressing the same criteria and seeing the same scope of information when making a decision about implementation. This proposal format also includes Excel worksheets that have built-in functions for automatic calculations. These functions may need to be disabled in some circumstances.
- It is expected that UBOT agenda items for new academic programs will identify such critical information as cost, projected student FTE, duplication of existing SUS/independent programs, and compliance with existing regulations and law. BOG staff will monitor compliance through the post-approval process that is currently in place.
- For doctoral-level programs, each university must have an independent consultant review the proposal before submitting the program for approval by the UBOT. This individual should be considered the UBOT's consultant, rather than the department's consultant.
- In approving new doctoral degree programs for implementation authorization, the BOG will consider the sufficiency of the university proposal evaluation process, the distinctive mission of the university, alignment with the State University System Strategic Plan, and the extent to which the programs will contribute to the economic development of the local community and the state.
- The BOG will consider new degree proposals twice each year so that there can be sufficient time for staff review. Typically, this will occur at the June and November BOG meetings.

ARTICULATION

- Whenever possible, articulation issues should be resolved prior to the program being taken to the UBOT for approval to implement.
- BOG staff will provide technical assistance to university academic staff to ensure that baccalaureate programs meet the requirements for hours-to-degree, common prerequisites, general education, and AS-to-BS articulation, as appropriate.

Academic Program Approval Guide

ACTIVITY	UNIV STAFF	UBOT APPROVAL	BOG STAFF	BOG APPROVAL
UNDERGRADUATE PROGRAMS				
New Bachelor's Degree Program	Review Full Proposal	Implementation	Process for Inventory	(Establish Criteria)
New Tracks, Majors, Minors, Concentrations, etc. ¹	Review	Implementation per UBOT Policy	Process for Inventory	(Establish Criteria)
Exception to 120 Credit Hours	Prepare Request	Approve & Submit to BOG	Review Request	Approve Exception
Limited Access	Prepare Request	Approve & Submit to BOG	Review Request	Approve Limited Access
Common Prerequisites	Prepare Request	Informed	Process through ACC	(Articulation Agreement)
Legislative Approval Required ²	Prepare Request	Approve	Assist if Requested	
New College Credit Certificate	Review	Implementation per UBOT Policy	Process for Inventory	
NON-DOCTORATE GRADUATE PROGRAMS				
New Master's Degree Program	Review Full Proposal	Implementation	Process for Inventory	(Establish Criteria)
New Advanced Master's Degree	Review Full Proposal	Implementation	Process for Inventory	(Establish Criteria)
New Specialist Degree Program	Review Full Proposal	Implementation	Process for Inventory	(Establish Criteria)
New Tracks & Majors ¹	Review	Implementation	Process for Inventory	
Legislative Approval Required ²	Prepare Request	Approve	Assist if Requested	
New College Credit Certificate	Review	Implementation per UBOT Policy	Informed	
ALL DOCTORATE LEVEL PROGRAMS*				
New Doctorate Degree Program*	Prepare Full Proposal	Approve & Submit to BOG	Review Proposal	(Establish Criteria) Implementation
New Tracks & Majors ¹	Review	Implementation	Process for Inventory	(Establish Criteria)
Legislative Approval Required ²	Prepare Request	Approve	Assist if Requested	

NOTE: In all cases "Process for Inventory" includes staff review to ensure compliance with established regulations and procedures.

* The National Center for Education Statistics (NCES) has announced revised reporting requirements in the institutional characteristics and enrollment collections beginning in 2008-09, and in the completions collection beginning in 2009-10 (reporting on awards granted between July 1, 2008, and June 30, 2009). The first-professional degree category will be eliminated. All master's degrees will be reported in a single master's degree award level. Doctor's degrees will be collected in three categories: research/scholarship, professional practice, and other.

¹ Must be a reasonable concentration within the program's CIP Code.

² Programs and Tracks that prepare individuals to practice in a licensed profession must also have Legislative approval.