

New Degree Program Criteria Approved March 2007

8.011 (3) Criteria for New Degree Program Approval - Proposals for new degree programs shall be authorized by a university board of trustees only if they have been found to meet the following criteria.

(a) Institutional and State Level Accountability

1. THE PROGRAM IS CONSISTENT WITH INSTITUTIONAL MISSION AND BOG STATE UNIVERSITY SYSTEM STRATEGIC PLAN - The proposal must demonstrate that the goals of the program are aligned with the university's mission and relate to specific institutional strengths, and that the program is consistent with the current State University System Strategic Planning Goals as demonstrated by an explanation of the goals which the program will directly advance.

2. DEMONSTRATE NEED FOR PROGRAM GRADUATES, RESEARCH OR SERVICE - The proposal must demonstrate a need for more individuals to be educated in this program at the level proposed, and contain an estimate of the headcount and FTE for students who will major in the program and indicate steps to be taken to achieve a diverse student body. If an argument is made for the program based upon research or service, then specific information supporting the argument must be provided. If the program duplicates other degree programs in Florida, evidence must be provided that the university has investigated the potential impact on those programs, discussed opportunities for collaboration, and can substantiate a need for duplication.

3. FINANCIAL PLANNING AND RESOURCES ARE SUFFICIENT FOR IMPLEMENTATION - The proposal must provide a complete budget for the program which reflects the text of the proposal, that is comparable in cost to similar existing programs, and that provides evidence that, in the event resources within the institution are redirected to support the new program, such a redirection will not have an unjustified negative impact on other needed programs.

4. PROJECTED BENEFIT OF THE PROGRAM TO THE UNIVERSITY, LOCAL COMMUNITY, AND STATE - The proposal must provide a statement that describes the projected benefit to the university, local community, and the State if the program is implemented. The statement should demonstrate efficient use of resources and justification for the investment. The projected benefit can be both quantitative (data driven) and qualitative in nature, but there should be a clear distinction between the two in the proposal.

5. ACCESS AND ARTICULATION ARE MAINTAINED FOR ALL PROGRAMS - The proposal must demonstrate that:

a. All prerequisites for a baccalaureate program are consistent with standardized prerequisites for similar degree programs within the SUS, or that an exception will be sought through the Oversight Committee of the Articulation Coordinating Committee;

b. If limited access status is sought for a baccalaureate program, adequate justification exists for such designation and evidence must be provided that diversity,

articulation, and workforce issues are appropriately addressed when seeking approval from the Board of Governors; and

c. The total number of credit hours for a baccalaureate program does not exceed 120, or that an exception will be sought from the Board of Governors; and

d. The proposal for all degree levels must include a plan to achieve a diverse student body in the program.

(b) Institutional Readiness

1. INDICATION OF ABILITY TO IMPLEMENT A HIGH QUALITY PROGRAM -

The proposed program must specifically relate to existing institutional strengths such as programs of emphasis, other academic programs and/or institutes and centers. If program reviews or accreditation activities in the discipline pertinent to the proposed program or in related disciplines have been undertaken, the proposal must provide evidence that progress has been made in implementing the recommendations from those reviews, as appropriate.

2. CURRICULUM IS APPROPRIATE FOR THE DISCIPLINE AND PROGRAM LEVEL - The proposal must describe a sequenced course of study, including expected student learning outcomes, an assessment strategy for student learning, and, in the case of advanced technology and related disciplines, industry-driven competencies. Admissions and graduation criteria must be clearly specified and appropriate. The course of study and credit hours required may be satisfied within a timeframe consistent with similar programs. In cases where accreditation is available for existing bachelor's or master's level programs, evidence must be provided that the program will seek accreditation, or a rationale as to why accreditation may not be beneficial.

3. SUFFICIENT QUALIFIED FACULTY ARE AVAILABLE - The proposal must demonstrate that sufficient qualified faculty are available to initiate the program based on estimated enrollments, and that, if appropriate, there is a commitment to hire additional faculty in later years. The proposal must demonstrate that the academic unit(s) associated with this new degree has been productive in teaching, research, and service. For Professional and Doctorate Programs ONLY - evidence must be provided that the faculty in the aggregate has the necessary experience and research activity to sustain Ph.D programs and other professional or doctoral programs for which research and grant funding is an expectation of the discipline.

4. SUFFICIENT INSTITUTIONAL RESOURCES ARE AVAILABLE - The proposal must demonstrate that the necessary library volumes and serials; classroom, teaching laboratory, research laboratory, office, and any other type of physical space; equipment; and appropriate clinical and internship sites will be available to implement the program. For all Graduate Level Programs, the proposal must indicate whether appropriate fellowships, scholarships, and graduate assistantships are in place, or if the university has made sufficient plans for their existence where student support is the norm in similar programs in the discipline.

New Degree Program Policies and Processes Approved March 2007

8.011 (4) New Degree Program Approval -

(a) *Professional and Research Doctoral Degree Programs* - Each university board of trustees must approve new professional and research doctoral degree programs for submission to the Board of Governors for authorization, in accordance with the criteria outlined in BOG Regulation 6C-8011(3). In approving new doctoral degree programs for implementation authorization, the Board of Governors 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.

1. Proposals that are complete and have been determined to meet all criteria for new program authorization will be considered by the Board of Governors for approval and, subsequent to approval, institutions may offer the new program at a date no sooner than that specified in the proposal. Proposals that do not meet the criteria for new program authorization or that are missing key data elements will not be considered by the Board of Governors for approval.

2. If a university contemplates implementing a master's and a doctoral program in the same field simultaneously, a single proposal for both degree levels should be developed, differentiating elements within the proposal as necessary. Both degree levels should be approved by the university board of trustees prior to submitting the doctoral program for approval by the Board of Governors.

3. New doctoral programs will be considered by the Board of Governors only at the June and November meetings, unless extenuating circumstances justify the need for Board consideration during a different timeframe. The Chancellor will establish deadlines for submission of new degree proposals for consideration at each meeting and notify the university presidents.

(b) *Bachelor's, Master's, Advanced Master's, and Specialist Degree Programs* - Each university board of trustees has the responsibility and authority to approve for implementation new degree programs at the bachelor's, master's, advanced master's, and specialist level in accordance with BOG Regulation 6C-8.011(3) and (6).

(c) *University Policies for New Degree Program Authorization* - Each university board of trustees must adopt policies for new degree program planning and approval consistent with Board of Governors Regulation, with copies provided to the Board of Governors, Office of Academic and Student Affairs. The policies must include at a minimum:

1. A formal process for determining degree programs that the university will explore for implementation over the period covered by the university strategic plan and Board of Governors' State University System Strategic Plan;

2. A formal process for review and approval of proposed programs by the appropriate curriculum, financial, and administrative entities of the university;

3. A formal written review of all professional and doctoral level program proposals by a qualified external consultant prior to consideration of the proposal by the Board of Trustees;

4. A process for final consideration by the Board of Trustees that includes review of the proposed program by the full board or a designated committee with regard to BOG approval criteria and implementation costs; and

5. Adoption of a common state university system new degree proposal format developed by BOG staff in collaboration with university academic affairs officers, which is available from the Chancellor.