

**FLORIDA BOARD OF GOVERNORS
NOTICE OF PROPOSED AMENDED REGULATION**

DATE: January 25, 2024

REGULATION NUMBER AND TITLE: 8.011 Authorization of New Academic Degree Programs and Other Curricular Offerings

SUMMARY:

Board of Governors Regulation 8.011, Authorization of New Academic Degree Programs and Other Curricular Offerings, outlines criteria and administrative processes for new academic program approval. The processes outlined in this regulation ensure that new programs offered are high quality and aligned with the Board of Governors' strategic plan.

Board staff propose an amendment to reorganize and streamline Regulation 8.011. The proposed amendment restructures the regulation to clearly identify the steps in the process for new academic degree programs. The proposed amendment includes incorporating a section of Board of Governors Regulation 8.004, Academic Program Coordination, into Regulation 8.011. This consolidation organizes the academic program approval process from beginning to end in one regulation.

Currently, universities must include in their accountability plans a list of new academic degree program proposals that the university plans to submit to its board of trustees within the next three years. The proposed amendment requires universities to share a list of new academic degree programs the university wishes to implement in the upcoming academic year with its board of trustees and removes the requirement to include the programs in the accountability plan. The proposed amendment requires the university to submit the list of new academic degree programs for the upcoming academic year to the Board office for review by the Chancellor or a designee. The university can change the list during the academic year but must inform the board of trustees and the Board office of any changes. The Board office will share the combined list for the System with the Council of Academic Vice Presidents (CAVP) and the CAVP Academic Coordination Group for discussion of program duplication and System coordination. This new process streamlines the time required to submit a new academic degree program proposal to the Board office, allows for flexibility for institutions to make changes, and allows institutions to address workforce demands more rapidly.

The proposed amendment modifies the criteria for new doctoral and professional degree program proposals to allow the Board to consider proposals requiring additional implementation time. The proposed amendment includes language that enables universities to submit, as part of the new program proposal, plans to secure funding, hire new faculty, and develop curriculum if these items are not yet developed or in

place. The proposed amendment allows for the Board to approve proposals with contingencies.

Due to the proposed restructuring of Regulation 8.011 and the incorporation of language from Regulation 8.004, it is recommended that the regulation name be changed from Authorization of New Academic Degree Programs and Other Curricular Offerings to Academic Degree Program Coordination and Approval.

FULL TEXT OF THE REGULATION IS INCLUDED WITH THIS NOTICE.

AUTHORITY TO PROPOSE REGULATION(S): Section 7(d), Art. IX, Fla. Const.; BOG Regulation Development Procedure dated March 23, 2006.

THE BOARD OF GOVERNORS' OFFICIAL INITIATING THE PROPOSED REGULATION: Emily Sikes, Interim Vice Chancellor, Academic and Student Affairs

COMMENTS REGARDING THE PROPOSED REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation on which you are commenting:

General Counsel, Board of Governors, State University System, 325 W. Gaines St., Suite 1614, Tallahassee, Florida 32399, (850) 245-0466 (phone), (850) 245-9685 (fax), or generalcounsel@flbog.edu.

8.011 Authorization of New Academic Degree Programs and Other Curricular Offerings.

(1) ~~New Academic Degree Program Authorization—To ensure that new academic programs implemented by a state university are of the highest quality and are aligned with the Board of Governors and university strategic plans, the following criteria and administrative processes for new academic program authorization are established.~~

(2) ~~Definitions—Within the context of this regulation, academic degree programs are defined as follows:~~

(a) ~~Degree Program: An organized curriculum leading to a degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by the assignment of a Classification of Instructional Programs (CIP) code by the National Center for Educational Statistics or as demonstrated by the existence of similar degree programs at other colleges and universities. An argument may also be made for a truly unique degree program based upon emerging research trends or occupational demand. Each degree program shall have designated faculty effort and instructional resources and shall be assigned a CIP code and included in the State University System Academic Degree Program Inventory. Each degree program shall include at least one program major as defined in paragraph (2)(b) but may have multiple majors.~~

(b) ~~Program Major: An organized curriculum offered as part or all of an existing or proposed degree program. If the term "program major" is not used by the university, the university must identify the equivalent term in its corresponding institutional policies or regulations. A program major, or its equivalent, shall be reasonably associated with the degree program under which it is offered and shall share core courses with all other majors within the same degree program. Core courses, for the purpose of this regulation, shall not include common prerequisites as defined in section 1007.25, Florida Statutes. Although in some cases the major and the degree program names are identical, only the degree program shall be assigned a CIP code and included in the State University System Academic Degree Program Inventory as a stand-alone program. The number of credit hours for a program major for each degree level shall be established by the university within the parameters of paragraph (3)(a)6c.~~

(3) ~~Criteria for New Degree Program Approval—A proposal for a new degree program shall be approved by a university board of trustees and the Board of Governors only if it meets the following criteria.~~

(a) ~~Institutional and State-Level Accountability~~

~~1. *The program is consistent with the current State University System strategic plan, university mission, the current university strategic plan, and the annual university accountability plan.* The proposal shall demonstrate that the goals of the program are consistent with current State University System strategic planning goals by identifying which of the goals the program will directly advance. Additionally, the proposal shall demonstrate that the program goals are aligned with the university's mission and strategic planning goals and relate to specific institutional strengths, and that the program is consistent with~~

the program list provided in the annual university accountability plan required by Board of Governors Regulation 2.002.

- ~~2. *There is a demonstrated need for program graduates, research, and/or service.* The proposal shall demonstrate a need for more individuals to be educated in the program at the level proposed, provide an estimate of the headcount and full-time equivalent 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 need, then specific supporting information shall be provided. In analyzing the need for the proposed program, the university shall consider whether similar programs are offered at other postsecondary institutions in Florida and what impact, if any, such programs may have on the proposed program, and shall include this analysis in the proposal to substantiate the need for the program.~~
- ~~3. *The program does not unnecessarily duplicate existing degree programs in the state of Florida.* If the program duplicates another degree program at a private or public state university in Florida with a substantially similar curriculum, evidence shall be provided that the university has investigated the potential impact on that program, has discussed opportunities for collaboration with the affected university, and can substantiate a need for duplication. If the proposed program curriculum substantially duplicates an existing program at a historically black university in the State University System, an analysis shall be conducted to determine whether the proposed program may adversely affect that university's ability to achieve or maintain student diversity in its existing program.~~
- ~~4. *Financial planning and resources are sufficient for implementation.* The proposal shall include a complete budget for the program that is comparable in cost to similar existing programs, reflects the purpose of the proposal, and 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 programs.~~
- ~~5. *There is a sufficient projected benefit of the program to the university, local community, and the state of Florida.* The proposal shall describe the projected benefit to the university, local community, and the state of Florida if the program is implemented. The proposal should demonstrate efficient use of resources and justification for the investment. The projected benefit may be both quantitative and qualitative in nature.~~
- ~~6. *Access and articulation are maintained for all programs.*~~
 - ~~a. In a proposal for a baccalaureate program, all prerequisite courses shall be consistent with common prerequisites for similar degree programs within the State University System and the Florida College System, or an exception shall be sought through the Articulation Coordinating Committee in accordance with Board Regulation 8.010.~~
 - ~~b. In a proposal for a baccalaureate program, if specialized admissions status is sought in accordance with Board Regulation 8.013, adequate~~

justification shall exist for such a designation, and evidence shall be provided that diversity, articulation, and workforce issues are appropriately addressed.

~~c. In a proposal for a baccalaureate program, the total number of credit hours shall not exceed 120. If the proposed program requires more than 120 credit hours, the requirements outlined in Board Regulation 8.014 must be met.~~

~~d. A proposal for any degree level shall include a plan to achieve a diverse student body in the program.~~

(b) Institutional Readiness

~~1. *The institution demonstrates an ability to implement a high-quality program.*~~

~~The proposal shall provide evidence that the institution has the resources in place or will make the necessary investments to ensure that the proposed program will be of high quality. If appropriate, the proposal shall provide evidence that the proposed program will specifically relate to existing institutional strengths such as other academic programs that have achieved national recognition or related institutes and centers. If program reviews or accreditation activities in the discipline pertinent to the proposed program or in related disciplines have included recommendations affecting the proposed program, the proposal shall provide evidence that progress has been made in implementing those recommendations.~~

~~2. *The curriculum is appropriate for the discipline and program level.* The proposal shall describe a sequenced course of study with expected student learning outcomes, including any appropriate industry-driven competencies, as well as a strategy for assessing student learning and reviewing academic-workforce alignment to make curricular adjustments as needed. Admissions and graduation criteria shall be clearly specified and appropriate. The course of study and credit hours required should include a timeframe consistent with similar programs. In cases in which specialized accreditation is available, evidence shall be provided that the program will seek accreditation, or a rationale shall be provided as to why the program will not seek specialized accreditation as required by Regulation 3.006.~~

~~3. *Sufficient qualified faculty is available.* The proposal shall demonstrate that sufficient qualified faculty is available to initiate the program based on estimated enrollments and that, if appropriate, there is a commitment to hiring additional faculty in later years. The proposal shall demonstrate that the academic unit or units associated with this new degree have been productive in teaching, research, and service. For a research or professional doctoral program, evidence shall be provided that the faculty in the aggregate has the necessary instructional experience, as well as research and grant activity, to sustain a doctoral program.~~

~~4. *Sufficient institutional resources are available.* The proposal shall demonstrate that the necessary library volumes and serials; classrooms, teaching laboratories, research laboratories, offices, and any other types of physical spaces; equipment; and appropriate clinical and internship sites shall be available to implement the program. The proposal shall also indicate whether appropriate fellowships, scholarships, and assistantships are in place~~

or if the university has made sufficient plans for their existence when student support is the norm for similar programs in the discipline.

(4) ~~New Degree Program Approval Authority and Process~~

(a) ~~All degree programs:~~ Each university shall submit a new academic degree program pre-proposal for review by the academic program coordination workgroup established by the Council of Academic Vice Presidents pursuant to Regulation 8.004 in order to facilitate collaboration, articulation, and coordination of new academic degree programs across the State University System. This action should be taken prior to a new degree program under consideration being moved into the one-year category on the annual university accountability plan.

(b) ~~Professional and research doctoral degree programs:~~ Each university board of trustees shall approve new research and professional doctoral degree programs for submission to the Board of Governors for authorization, in accordance with the criteria outlined in section (3) of this regulation. In approving a new doctoral degree program, the Board of Governors shall consider the sufficiency of the university proposal evaluation process, the distinctive mission of the university, alignment with the State University System and university strategic plans, and the extent to which the program will contribute to the economic development of the local community and the state of Florida as demonstrated by its alignment with the Programs of Strategic Emphasis adopted as part of the current State University System strategic plan.

1. ~~A proposal that is complete and has been determined by Board staff to meet all criteria for new program authorization shall be considered by the Board of Governors for approval and, subsequent to a program's approval, an institution may offer the new program at a date no sooner than that specified in the proposal.~~

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

3. ~~New doctoral programs shall 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 shall establish deadlines for university submission of new degree proposals for consideration.~~

(c) ~~Bachelor's, master's, and specialist programs:~~ Each university board of trustees shall approve for implementation new degree programs at the bachelor's, master's, and specialist levels in accordance with sections (3) and (5) of this regulation. New master's programs from the New College of Florida shall be considered for approval by the Board of Governors at one of its regularly scheduled meetings.

(d) ~~University policies for new degree program authorization:~~ Each university board of trustees shall ensure that university policies for new degree program planning and approval are consistent with this regulation and provide a copy of the policies to the Board of Governors' office. The university policies shall 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 the annual university accountability 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 doctoral program proposals by a qualified external academic consultant prior to consideration of the proposal by the board of trustees. Alternatively, institutions may utilize a cross-section of visiting experts who contribute to the proposal development process. Their contribution to the process must be documented and described in the proposal.~~
- ~~4. A process for final consideration by the board of trustees that includes a review of the proposed program by the full board or a designated committee with regard to Board of Governors' approval criteria and implementation costs.~~
- ~~5. Adoption of a common State University System new degree proposal format developed by Board staff in collaboration with university academic affairs officers.~~

(e) ~~State University System Academic Degree Program Inventory:~~

- ~~1. The Board Office shall maintain a State University System Academic Degree Program Inventory that will identify the approved degree programs for each university and that will be used by the universities for reporting enrollments, degree completions, and other information related to instructional delivery. Within four weeks of approval of a bachelor's, master's, specialist, or advanced master's degree by the university board of trustees, a university shall notify the Board of Governors' O office in writing and provide an electronic copy of the proposal for each program, along with related board of trustees' approval documents. For baccalaureate programs, the notification shall include any request for approval of specialized admissions status, exceptions to the 120 credit hours to degree, and exceptions to the established statewide common prerequisite courses. A CIP code for each program shall be assigned by the Board of Governors' office in consultation with the university.~~
- ~~2. Upon resolution of any outstanding issues regarding the program, it shall be added to the State University System Academic Degree Program Inventory, and a letter of notification shall be provided to the university.~~
- ~~3. The Board of Governors recognizes that academic disciplines and degree program curricula evolve over time to align with emerging knowledge in the field or changing workforce requirements. Existing programs' curricula may also evolve over time in response to faculty research interests and student demand. On occasion, a new CIP code is created by the National Center for Educational Statistics, which is a better fit for an existing program than the one assigned when it was approved. Accordingly, the Chancellor, or designee, is authorized to approve CIP code changes requested by a university for an existing degree program in the State University System Academic Degree Program Inventory and to establish a process for university~~

~~and state-level review to ensure the program is properly coded. A CIP code change cannot have the net effect of adding a new degree program to the academic program inventory by changing the code for a major offered under a currently approved program. The new CIP code will be used for state-level accountability calculations starting with the effective term.~~

~~(5) Independent Degree Programs at Branch Campuses and Off-Campus Sites— Complete degree programs, or substantially complete degree programs, having designated faculty lines with independent curricular decision-making authority, designated facilities and instructional resources, and a designated student body, shall not be implemented at a branch campus or other off-campus instructional location unless approved by the university board of trustees, even if the university already has authority to offer the degree program at another location. Each such program shall meet the Board of Governors' new degree program approval criteria and follow the same approval process as other new program offerings at the university. This requirement does not apply to programs currently approved for one location that share faculty and students between or among instructional locations.~~

~~(6) Each university shall establish policies for academic degree program offerings away from the main campus in compliance with Board of Governors Regulations 8.002 Continuing Education, 8.004 Academic Program Coordination, and 8.009 Educational Sites.~~

~~(7) Authorization of Other Academic Curricular Offerings— Each university board of trustees shall ensure that the university has policies consistent with this regulation and applicable accreditation standards for the approval, implementation, and review of other types of academic curricular offerings as defined in sections (7)(a)-(d) of this regulation. Copies of each university's policies or regulations for approving other academic curricular offerings shall be provided to the Board of Governors' office.~~

- ~~(a) Program Concentration, Area of Emphasis, Track, or a similar curricular offering: Any organized curriculum that is offered as part of a degree program major, as defined in (2)(b), and enhances or complements the degree program in a manner that leads to specific educational or occupational goals. Such a curricular offering shall be as defined by the university within the credit-hour length set in accordance with this regulation and other applicable institutional policies or regulations, except that the number of credit hours shall not equal or exceed the number of credit hours established for a program major at the same degree level.~~
- ~~(b) Program Minor: Any organized undergraduate curriculum, independent of the program major, which leads to the completion of specific educational or occupational goals. The length of the program minor shall be as defined by the university in its corresponding institutional policies or regulations. Program minors are typically optional and may or may not appear on the student's transcript or credential.~~
- ~~(c) College Credit Certificate Program: An organized curriculum of college credit courses offered as a distinct area of study that leads to specific educational or occupational goals, and for which the university awards a certificate, diploma, or similar form of recognition upon completion. College credit certificate programs may consist of courses that are part of a degree program or distinct courses that~~

~~are created outside of any degree program. The number of credit hours for a college credit certificate program shall be set by the university within guidelines established by this regulation.~~

- (d) ~~Non-College Credit Certificate: An organized curriculum of study of any length that is offered for non-college credit (as measured through clock hours, continuing education units, competency exams, etc.), that leads to specific educational or occupational goals, and for which the university awards a certificate or diploma upon completion. The length of a non-college credit certificate program shall be set by the university.~~

8.011 Academic Degree Program Coordination and Approval.

(1) Definitions

- (a) Degree Program: An organized curriculum leading to a degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by the assignment of a Classification of Instructional Programs (CIP) code by the National Center for Educational Statistics or as demonstrated by the existence of similar degree programs at other colleges and universities. An argument may also be made for a unique degree program based on emerging research trends or occupational demand. Each degree program shall be assigned a CIP code and included in the State University System Academic Degree Program Inventory. Each degree program shall include at least one program major as defined in paragraph (1)(b) but may have multiple majors.
- (b) Program Major: An organized curriculum offered as part or all of an existing or proposed degree program. If the term "program major" is not used by the university, the university must identify the equivalent term in its corresponding institutional policies or regulations. A program major, or its equivalent, shall be reasonably associated with the degree program under which it is offered and shall share core courses with all other majors within the same degree program. Core courses shall not include common prerequisites as defined in section 1007.25, Florida Statutes. Although the major and the degree program names are identical in some cases, only the degree program shall be assigned a CIP code and included in the State University System Academic Degree Program Inventory as a stand-alone program. The number of credit hours for a program major for each degree level shall be established by the university within the parameters of paragraph (4)(a)(2) of this regulation.
- (c) State University System Academic Degree Program Inventory: The Board office shall maintain a State University System Academic Degree Program Inventory that will identify the degree programs for each university and that will be used by the universities for reporting enrollments, degree completions, and other information related to instructional delivery.
- (d) Program Concentration, Area of Emphasis, Track, or a similar curricular offering: Any organized curriculum that is offered as part of a degree program major, as defined in (1)(b), and enhances or complements the degree program in a manner that leads to specific educational or occupational goals. Such a

curricular offering shall be as defined by the university within the credit-hour length set per this regulation and other applicable institutional policies or regulations, except that the number of credit hours shall not equal or exceed the number of credit hours established for a program major at the same degree level.

- (e) Program Minor: Any organized undergraduate curriculum, independent of the program major, which leads to the completion of specific educational or occupational goals. The length of the program minor shall be as defined by the university in its policies or regulations. Program minors may be optional or required, depending on college and department policies, and may or may not appear on the student's transcript or credential.
- (f) College Credit Certificate Program: An organized curriculum of college credit courses offered as a distinct area of study that leads to specific educational or occupational goals and for which the university awards a certificate, diploma, or similar form of recognition upon completion. College credit certificate programs may consist of courses that are part of a degree program or distinct courses created outside of any degree program. The number of credit hours for a college credit certificate program shall be set by the university.
- (g) Non-College-Credit Certificate: An organized curriculum of study of any length that is offered for non-college-credit (as measured through clock hours, continuing education units, competency exams, etc.) that leads to specific educational or occupational goals and for which the university awards a certificate or diploma upon completion. The university shall set the length of a non-college-credit certificate program.
- (h) Council of Academic Vice Presidents (CAVP): The CAVP membership is comprised of the Chief Academic Officers at each institution in the State University System (SUS).
- (i) CAVP Academic Coordination Group (ACG): The CAVP ACG membership is comprised of one official representative from each SUS institution, appointed by their respective Chief Academic Officer. The ACG group is chaired by a member of CAVP.

(2) Academic Degree Program Coordination

- (a) The Board of Governors' office shall coordinate with the CAVP and CAVP ACG to ensure collaboration, articulation, and coordination of academic program delivery across the SUS and to inform both institutional and system-level strategic planning by assessing the following:
 - 1. Whether proposed academic program duplications are warranted and the potential impacts of any proposed academic program closure;
 - 2. Whether appropriate levels of postsecondary access are provided for students across Florida to enable citizens to pursue degrees in selected fields;
 - 3. Opportunities for the collaborative design and delivery of degree programs utilizing shared resources across multiple SUS institutions.

- (b) The Board of Governors' office shall collaborate with the CAVP and the CAVP ACG to conduct quarterly reviews of pre-proposals for new academic degree programs under consideration at SUS institutions each academic year, comprehensively review all academic program offerings at least once every three years, and review other system-wide academic policies and issues as needed.

(3) New Degree Program Approval Authority and Process

- (a) The board of trustees of each institution must annually review a list of new academic degree programs the university wishes to implement in the upcoming academic year. The university must submit this list to the Board office for review by the Chancellor or designee. The Chancellor or designee shall establish a template and deadline for the list. The university may make changes to the list during the academic year but must inform the board of trustees and the Board office of any changes. The Board office will share the combined list for the System with CAVP and CAVP ACG for discussion of program duplication and System coordination.
- (b) For all new degree programs, each university shall submit a new academic degree program pre-proposal for review by the academic program coordination workgroup established by the CAVP ACG, defined in paragraph (1)(i).
- (c) Each university board of trustees shall approve new degree programs at the bachelor's, master's, and specialist levels for implementation in accordance with section (4) of this regulation. New master's programs from New College of Florida shall be considered for approval by the Board of Governors at one of its regularly scheduled meetings.
- (d) Each university board of trustees shall approve new research and professional doctoral degree programs and submit these programs for the Board of Governors to consider for approval. Board of Governors' staff will review the proposal to determine if it meets all requirements for new program authorization as defined in section (4) and is ready to be considered by the Board of Governors for approval. The Board of Governors will consider new doctoral programs at the June and November meetings unless extenuating circumstances justify the need for consideration during a different timeframe as determined by the Chancellor. The Chancellor or designee shall establish deadlines for the university submission of new degree proposals for consideration.
- (e) Proposals for research or professional doctoral degrees may be approved by the Board of Governors with contingencies of plans and timelines to meet the new degree program requirements, such as hiring faculty and staff, curriculum development, and funding, prior to enrollment of students to the program. The Board of Governors may require regular updates to monitor the progress on the conditions of approval. This approval process would also be applicable to proposals for master's degrees from New College of Florida.
- (f) If a university seeks to implement a master's or specialist program and a

doctoral program in the same discipline simultaneously, a single proposal for both degree levels should be developed, differentiating elements within the proposal as necessary. Both degree levels shall be approved by the university board of trustees before submitting the doctoral program proposal to the Board of Governors for consideration.

- (g) Upon completion of this process and resolution of any issues, the Board of Governors' office will add the proposed program to the State University System Academic Degree Program Inventory and notify the university. Upon notification, the university can begin the new program consistent with the effective term in the proposal or a later term. If a program is approved with contingencies, the university will be required to submit regular updates to the Board of Governors' office.

- (4) Criteria for New Degree Programs: A proposal for a new degree program must meet the criteria in sections (4)(a)-(k), use a template approved by the Chancellor, be approved by the university board of trustees, and if required, the Board of Governors.

- (a) Submission of New Academic Degree Program Proposals: The university board of trustees must submit a proposal for a new academic degree program within four weeks of its approval.

1. The Board of Governors' office will verify the CIP code for each program is appropriate.
2. For baccalaureate programs, the proposal must include any request for specialized admissions status, exceptions to the 120 credit hours to a degree, and exceptions to the established statewide common prerequisite courses. If the university is seeking these designations, the proposal must provide documentation that it aligns with the appropriate Board of Governors' regulations.

- (b) Institutional and State-Level Accountability: The proposal must demonstrate that the goals of the program are consistent with the current State University System strategic plan and the current university's strategic plan and which goals the program will directly advance. The proposal must demonstrate that the program goals are aligned with the university's mission and with the requirements set forth in section 1001.706, Florida Statutes. The proposal must describe the projected benefit to the university, the local community, and the state of Florida if the program is implemented. The proposal must also demonstrate the efficient use of resources and justification for the investment.

- (c) Student and Workforce Demand: The proposal must demonstrate a need for more individuals to be educated in the program at the level proposed using appropriate workforce data for opportunities both in Florida and nationally. Additional documentation for workforce needs may include letters of program support by employers and job postings for program graduates. The proposal must provide an estimate of the headcount and full-time equivalent count for students who will complete the program, along with documentation of student interest or demand. If an argument is made for the program based on research or service need, then specific supporting information shall be provided.

- (d) Duplication of Existing Programs: The proposed program must not unnecessarily duplicate existing degree programs in Florida. If the program duplicates another degree program at a private or public state university in Florida with a substantially similar curriculum, evidence shall be provided that the university has investigated the potential impact on that program, has discussed opportunities for collaboration with the affected university, and can substantiate a need for duplication. If the proposed program curriculum substantially duplicates an existing program at Florida Agricultural and Mechanical University, the university proposing the program must provide evidence that the proposed program does not affect the Florida Agricultural and Mechanical University's enrollment in the existing program.
- (e) Curriculum: The proposal must describe an appropriate sequenced course of study with expected student learning outcomes and appropriate industry-driven competencies. The proposal must include the following:
1. A strategy for assessing student learning and reviewing academic-workforce alignment to modify the curriculum as needed.
 2. Admissions and graduation criteria, along with the credit hours required and a timeframe consistent with similar programs.
 3. How the program will be delivered.
 4. If appropriate internships, fellowships, scholarships, and assistantships are in place or are planned.
 5. For new baccalaureate programs, identify prerequisite courses consistent with common prerequisites for similar degree programs within the State University System and the Florida College System. Any exceptions must be submitted for approval to the Articulation Coordinating Committee in accordance with Board Regulation 8.010, Common Prerequisites.
- (f) Faculty: The proposal must demonstrate that sufficient qualified faculty is available to initiate the program based on estimated enrollments and that, if appropriate, there is a commitment to hiring additional faculty in later years. The proposal shall demonstrate that the academic unit or units associated with the new degree have been productive in teaching, research, and service. For a research or professional doctoral program, evidence shall be provided that the faculty, in the aggregate, has the necessary instructional experience and clinical experience, where applicable, as well as the research and grant activity needed to sustain a doctoral program. If not acquired at the time of submission, the proposal shall demonstrate a plan to hire and recruit experienced faculty, including administrative staff and department leadership.
- (g) Estimate of Investment: The proposal must include projected costs and associated funding sources for the program that are comparable in cost to similar existing programs and reflect the purpose of the proposal. If the institution is proposing redirecting resources to support the new program, the proposal must provide evidence that the redirection will not have an unjustified negative impact on other programs. When funding has not yet been secured for a program, the institution must provide a well-documented funding model demonstrating how the

program will be sustained through year five.

- (h) Tuition: The proposal must include the resident and non-resident tuition rates for the proposed program. New degree programs intending to operate as self-supporting, to seek approval for market tuition rate, or to establish differentiated graduate-level tuition must provide a rationale and a timeline for seeking Board of Governors' approval in accordance with Regulation 8.002, Self-supporting and Market Tuition Rate Program and Course Offerings and section 1009.24, Florida Statutes. A new academic degree program and the request for market tuition rate may be approved by the Board simultaneously.
- (i) Institutional Resources: The proposal must provide evidence that the institution has resources or will make the necessary investments to ensure that the proposed program will be of high quality. The proposal shall demonstrate that the necessary library volumes and serials, classrooms, teaching laboratories, research laboratories, offices, and any other types of physical spaces and equipment are sufficient for program implementation. If program reviews or accreditation activities in the discipline pertinent to the proposed program or in related disciplines have included recommendations affecting the proposed program, the proposal shall provide evidence that progress has been made in implementing those recommendations.
- (j) External Review: Proposals for doctoral programs must include documentation of the formal written review of the degree program by a qualified external academic consultant or a cross-section of experts.
- (k) Implementation Term: The effective term must be after the term when the proposal is submitted.

(5) Changing a Degree Program's Assigned CIP Code

- (a) Existing programs' curricula may evolve in response to changing industry needs. The Chancellor, or designee, is authorized to approve CIP code changes requested by a university for an existing degree program in the State University System Academic Degree Program Inventory and to establish a process for university and state-level review to ensure the program is properly coded.
- (b) The new CIP code will be used for state-level accountability calculations starting with the effective term. The effective term must be after the term submitted for the change.
- (c) A CIP code change cannot have the net effect of adding a new degree program to the academic program inventory by changing the code for a major offered under a current program.
- (d) Institutions cannot request a CIP code change during an academic year for programs whose CIP codes qualify for the Programs of Strategic Emphasis waiver.

(6) Independent Degree Programs at Branch Campuses and Off-Campus Sites

- (a) Complete degree programs, or substantially complete degree programs,

having designated faculty lines with independent curricular decision-making authority, designated facilities and instructional resources, and a designated student body, shall not be implemented at a branch campus or other off-campus instructional location unless approved by the university board of trustees, even if the university already has authority to offer the degree program at another location.

- (b) Each program shall meet the Board of Governors' new degree program approval criteria and follow the same approval process as specified in this regulation. This requirement does not apply to programs currently approved for one location that share faculty and students between or among instructional locations.
- (c) New academic degree programs may not be implemented at an educational site that has not been approved in accordance with Regulation 8.009, Educational Sites.

(7) Universities must establish policies that align with the requirements in this regulation.

Authority: Section 7(d), Art. IX, Fla. Const., Sections 1007.23, 1007.25 Florida Statutes;
History: — New 3-27-07, Amended 3-24-11, 9-22-16, 6-30-22, XX-XX-24.