



STATE
UNIVERSITY
SYSTEM
of FLORIDA
Board of Governors

AGENDA

Workgroup on System Structure and Organization Regulations:
Academic Program Coordination, Continuing Education, Educational Sites
Room 1721/25, Turlington Building
Tallahassee, Florida
August 22, 2011
1:00 p.m. - 5:00 p.m.

For Conference Call Participation:
Dial-in Number: 888-808-6959
Conference Code: 8502450

Workgroup Members:

Board - Frank Martin, John Rood, Dick Beard

Universities - M.J. Saunders; Joe Glover; Garnett Stokes; Cynthia Hughes-Harris

1. Call to Order and Opening Remarks Governor Frank Martin

2. Discussion of Proposed Regulations Workgroup
 - a. 8.004 - Academic Program Coordination
 - b. 8.002 - Continuing Education
 - c. 8.009 - Educational Sites

3. Concluding Remarks and Adjournment Governor Martin

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**Organizing the System for Success:
Issues for Discussion**

1. Proposed Regulation 8.004 - Academic Program Coordination

- a. Designation of economic development regions - paragraph (2) of proposed regulation
- b. Statewide missions
- c. IFAS - paragraph (2)
- d. Communication expected among universities - subparagraph (3)(a)
- e. Resolving differences between universities - subparagraph (3)(b)
- f. Distance learning and other courses that do not require a substantial physical presence - paragraph (3) and subparagraph (3)(c)
- g. Responding to requests from public and private entities in other regions

2. Proposed Regulation 8.002 - Continuing Education

- a. Definition - paragraph (1)
- b. Continuing education courses being in competition with credit courses funded through the Educational and General budget entity - paragraph (3)
- c. Reporting - paragraphs (5), (6), and (8)
- d. Revenue/Costs - paragraph (7)
- e. Other

3. Proposed Regulation 8.009 - Educational Sites

- a. Typology - paragraph (1)
- b. Board of Governors and Boards of Trustees approvals - subparagraph (3)(c) and(d)
- c. Proposals for establishing international branch campuses and special purpose centers - subparagraph (3)(f)
- d. Proposals for closing branch campuses and special purpose centers - subparagraph (3)(g)
- e. Approval of lower-level courses to be offered off the main campus - subparagraphs (2)(a) and (b)
- f. Monitoring enrollment at branch campuses - paragraph (5)
- g. Distance learning

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Edits for Discussion

Reason for Edit	Edit
8.004 Academic Program Coordination	8.004 Academic Program Coordination
At the June Board meeting, there was a concern expressed that the Board needed to respond rapidly to opportunities presented to universities in regions in which other universities had lead responsibility.	(3)(b) If the presidents are unable to arrive at a mutual agreement, the <u>president desiring to offer the program issue will shall refer the issue</u> be referred to the Chancellor to mediate and/or request a final resolution from the Board. <u>Within three business days of the issue being received, the Chancellor shall begin the mediation process, which will include discussions with the Chair of the Board. If the issue is not resolved within ten business days, the Chancellor shall request a final resolution from the Board. The Board shall have thirty calendar days to resolve the issue. If it is not resolved within 30 days, the university may offer the requested college-credit degree or certificate program, or substantial parts of the program, as planned.</u>
When more than one university is in a region, the term “lead university” has been interpreted to mean that one university would be designated as “lead,” thus giving it greater weight than other universities in the region. The suggested edit would clarify that all universities in a region would have lead responsibility for that region.	(2) To further facilitate articulation, collaboration, and coordination of academic program delivery across the System and the State, and to encourage further engagement with local communities, a university or team of universities will take lead responsibility for designated economic development regions. Designating one or more universities as lead does not <u>Such responsibility does not</u> preclude other universities from providing academic programs in the region in accordance with paragraph (3). Lead u <u>Universities</u> shall work with their community partners to identify specific unmet higher education needs and student demand in their regions, and shall coordinate any viable options to offer the needed academic programming in a cost-effective manner.... (3) When <u>When</u> a state university desires to offer a college-credit degree or certificate program, or substantial parts of a program, that requires a substantial physical presence in another university’s region, prior to taking any action to establish such presence, presidents shall collaborate in order to avoid unnecessary duplication of academic programs. Presidents of lead <u>lead</u> universities within the same region shall also collaborate with each other prior to expanding program offerings within their region.

Edits for Discussion

Reason for Edit	Edit
8.002 Continuing Education	8.002 Continuing Education
<p>It created confusion to have Continuing Education language that is different from the Market Rate Tuition language found in subparagraph (15)(h) of Regulation 7.001 - Tuition and Associated Fees. Also, a question has been posed regarding whether state-funded courses that are being eliminated due to budget cuts could still be offered through Continuing Education in order to continue providing access to students, or would that be considered "supplanting?"</p>	<p>(3) Continuing education college credit courses shall not be in competition with, or replace, credit courses funded through the university's Educational and General (E&G) budget entity. <u>supplant existing university offerings funded by state appropriations.</u></p>

Edits for Discussion

Reason for Edit	Edit
8.009 Educational Sites	8.009 Educational Sites
<p>The definition of “branch campus” used by the Southern Association of Colleges and Schools (SACS) is different from the definition used in the noticed regulation. To avoid confusion, the term “branch” could be dropped from the proposed regulation without affecting the intent of the regulation.</p>	<p>(b) Branch <u>Additional campuses</u>, including ones that has <u>have</u> received separate regional accreditation, is <u>are</u> defined as an instructional and administrative <u>units</u> of a university, apart from the main campus, that...</p> <p>“Branch” would also be removed from the types of campuses. “Type I Branch Campus” would become “Type I Campus,” and Types II and III would likewise be changed.</p> <p>Throughout the proposed regulation, “branch campuses” would be replaced with “additional campuses.”</p>
<p>A university may be requested to offer lower level courses at a site at which the local institution in the Florida College System is not interested in serving.</p>	<p>(2)(b) <u>After discussions with the local institution in the Florida College System, A a</u> university may offer a full range of general education and other lower-level courses at a branch campus <u>an educational site</u> if approved by the university board of trustees and, subsequently, by the Board of Governors.</p>

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8.004 Academic Program Coordination

- (1) To facilitate collaboration, articulation, and coordination of academic program delivery across the State University System, the Office of the Board of Governors shall coordinate with the Council of Academic Vice Presidents to conduct an annual review of all current academic degree program offerings, as well as university plans regarding the addition or termination of any degree programs. The review shall be designed to inform both institutional and System-level strategic planning and shall assess:
 - (a) Whether appropriate levels of postsecondary access are provided for students across the State of Florida to enable citizens to pursue degrees in selected fields;
 - (b) Opportunities for the collaborative design and delivery of degree programs utilizing shared resources across multiple State University System institutions;
 - (c) Whether academic program duplications are warranted; and
 - (d) Potential impacts of any proposed academic program closure.
- (2) To further facilitate articulation, collaboration, and coordination of academic program delivery across the System and the State, and to encourage further engagement with local communities, a university or team of universities will take lead responsibility for designated economic development regions. Designating one or more universities as lead does not preclude other universities from providing academic programs in the region in accordance with paragraph (3). Lead universities shall work with their community partners to identify specific unmet higher education needs and student demand in their regions, and shall coordinate any viable options to offer the needed academic programming in a cost-effective manner. Such options may include, but are not limited to, programs offered in partnership with other universities or institutions in the Florida College System. Any planned new programming shall be in alignment with Board of Governors and university strategic plans. The activities of the Florida Cooperative Extension Service that do not include academic degree programs will continue to be the responsibility of the Institute of the Food and Agricultural Sciences of the University of Florida and the College of Engineering Sciences, Technology and Agriculture of Florida Agriculture and Mechanical University without regard to the economic development region in which those activities occur. For the purpose of ensuring that the higher educational needs of Florida's citizens are adequately addressed in a coordinated manner, the following regions are designated:

- (a) Northwest Region - University of West Florida, Florida State University, and Florida A&M University (Counties: Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, Gulf, Gadsden, Liberty, Franklin, Leon, Wakulla, Jefferson);
 - (b) North Central Region -University of Florida (Counties: Madison, Taylor, Hamilton, Suwannee, Lafayette, Dixie, Columbia, Gilchrist, Levy, Union, Bradford, Alachua, Marion);
 - (c) Northeast Region - University of North Florida (Counties: Baker, Nassau, Duval, Clay, St. Johns, Putnam, Flagler);
 - (d) East Central Region - University of Central Florida (Counties: Sumter, Lake, Volusia, Seminole, Orange, Osceola, Brevard);
 - (e) Southeast Region - Florida Atlantic University and Florida International University (Counties: Indian River, St. Lucie, Martin, Palm Beach, Broward, Dade, Monroe);
 - (f) Southwest Region - Florida Gulf Coast University (Counties: Collier, Lee, Charlotte);
 - (g) South Central Region - Florida Atlantic University, Florida Gulf Coast University, and University of South Florida (Counties: Hendry, Glades, Desoto, Hardee, Highlands, Okeechobee);
 - (h) Tampa Bay Region - University of South Florida and New College of Florida (Counties: Citrus, Pasco, Hernando, Hillsborough, Pinellas, Polk, Manatee, Sarasota)
- (3) When a state university desires to offer a college-credit degree or certificate program, or substantial parts of a program, that requires a substantial physical presence in another university's region, prior to taking any action to establish such presence, presidents shall collaborate in order to avoid unnecessary duplication of academic programs. Presidents of lead universities within the same region shall also collaborate with each other prior to expanding program offerings within their region.
- (a) The university president shall notify the Chancellor and initiate a discussion with the president of each state university assigned lead responsibility for the region in which the university desires to expand its program offerings.

- (b) If the presidents are unable to arrive at a mutual agreement, the issue will be referred to the Chancellor to mediate and/or request a final resolution from the Board.
- (c) For the purpose of this regulation, substantial physical presence means maintaining continuously beyond the length of a single course, for any purpose related to offering a degree or certificate program, a physical location in the proposed region, to include classrooms, teaching laboratories, administrative services, or student services. The convening of students for orientation, testing, practica, and group seminars does not constitute a physical presence if no more than twenty percent of the course in which they are enrolled is delivered face-to-face at that location.

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8.002 Continuing Education

(1) Continuing education is defined as non-fundable, self-supporting college credit courses or programs, non-credit professional development courses or programs designed to upgrade existing technical or professional skills, and courses that are provided primarily for personal enrichment. Continuing education courses and programs are funded in the Auxiliary budget entity, except that funds collected from sponsoring entities for sponsored credit institutes may be remitted to the university's contract and grants trust fund, pursuant to Regulation 7.008(2)(b).

(2) The administrative unit(s) under which the continuing education program is managed shall be determined by the university.

(3) Continuing education college credit courses shall not be in competition with, or replace, credit courses funded through the university's Educational and General (E&G) budget entity.

(4) Admissions and graduation criteria, as well as academic standards, for degree programs offered through continuing education must align with those criteria and standards in equivalent programs funded through the E&G budget entity and must go through the same curriculum-approval processes as those E&G-funded programs.

(5) Student full-time equivalent (FTE) enrollments calculated from college credit hours earned through continuing education shall be reported to the Board of Governors separately from student FTE funded through the E&G budget entity.

(6) Degrees awarded for continuing education programs shall be reported to the Board of Governors separately from degrees awarded for programs funded through the E&G budget entity.

(7) For the purpose of planning, offering, and recovering all direct costs of continuing education courses and programs, continuing education activity shall be reflected in the Auxiliary budget entity, except that activity related to sponsored credit institutes may be reflected in the contracts and grants trust fund, pursuant to Regulation 7.008(2)(b).

a. Costs associated with continuing education activity may not be recovered from funds appropriated in the E&G budget entity.

b. Universities may collect and expend revenues collected above the level needed for cost-recovery of continuing education courses in a program approved pursuant to the process for Market Rate Tuition established in Regulation 7.001.

(8) Each board of trustees shall include the following continuing education information in its annual report submitted to the Board of Governors pursuant to Regulation 2.002, beginning with the 2012-2013 annual report:

- a. For college credit courses:
 - i. Revenues;
 - ii. Expenditures for continuing education activities;
 - iii. FTE enrollment by level;
 - iv. Degrees earned;
 - v. Certificates earned; and
 - vi. Out-of-state locations in which face-to-face instruction was offered.
- b. For non-credit courses:
 - i. Revenues;
 - ii. Expenditures for continuing education activities;
 - iii. Headcount for enrollees in K-12 programs, professional and executive programs, and lifelong learning programs;
 - iv. Certificates earned; and
 - v. Out-of-state locations in which face-to-face instruction was offered.

8.002 Continuing Education.

~~(1) The Chancellor shall coordinate credit and non-credit continuing education courses in all fields which the Board shall consider necessary to improve and maintain the educational standards of the State of Florida.~~

~~(2) Administration and Coordination.~~

~~(a) The Chancellor shall be responsible for coordinating, on a statewide basis, the continuing education programs of the universities. These responsibilities are:~~

- ~~1. Studies of the systemwide operation, long range planning and projections, periodic evaluations of existing programs, and research relating to continuing education and adult learning;~~
- ~~2. The approval of any credit course offerings outside of designated geographic areas and those courses which have not been approved as on-campus offerings for a particular institution.~~

~~(b) Specific responsibilities of the presidents are:~~

- ~~1. To develop rules and procedures for conducting all credit offerings in a defined geographic area and non-credit continuing education offerings.~~
- ~~2. To establish a Continuing Education Activity as part of the Auxiliary Budget Entity for the purpose of planning, offering, and recovering all costs of non-~~

credit courses. The costs of these courses may be recovered from non-E&G sources such as grants, contracts, directly from participants, and combinations of these sources. The Continuing Education Activity within the Auxiliary Budget Entity may also be used for the purpose of planning, offering, and recovering all costs of sponsored credit institutes and programs as provided by Rule 6C-7.008(1)(a). Likewise, the Auxiliary Budget Entity may be used for the recovery of any additional fees established by the president for off-campus credit courses as provided by Rule 6C-7.003(30), or for continuing education credit courses as provided by Rule 6C-8.002(2)(b)4.

3. To approve the use of auxiliary funds from the Continuing Education Activity for instructional compensation of regularly appointed faculty, or of adjunct faculty, who teach non-credit Continuing Education courses and for the recovery of Educational and General costs for providing services to Continuing Education students.

4. To approve continuing education credit courses and to establish the fees for these activities when there is a demonstrated and justified need. Such courses shall not in any way be in competition with, or replace, the regular on-campus program of Educational and General credit courses taken by degree seeking and special students. Accordingly, continuing education credit courses shall be scheduled and offered in such a way as to prevent any negative effect on any university's achievement of its legislatively funded enrollment plan. Any fees charged students for continuing education credit activities, which are higher than the normal Board approved fees for similar credit activities offered in the regular on-campus program, shall be established solely for the purpose of recovering all increased costs which result from offering these courses as continuing education activities.

5. To file with the Chancellor an annual report of all credit and non-credit activity.

(c) Enrollments in non-credit courses and in sponsored credit institutes and programs will not be funded from Educational and General (E&G) resources and will not count as part of the university's E&G enrollment plan; i.e., they do not generate E&G funded FTE. Only students whose costs for participating in these courses have been paid will be enrolled in non-credit courses or sponsored credit institutes and programs.

(3) Other Requirements Regarding Credit Activities.

(a) Courses for credit offered through the Continuing Education Activity, away from the university campuses, or through sponsored credit institutes and programs shall be accorded the same status as their counterpart courses offered on the main campus. Normally, only courses in the existing university approved curriculum shall be offered as continuing education credit courses. Modifications to this requirement shall be approved by the Chancellor, as prescribed by the Chancellor's Memorandum. The university offering such courses shall be responsible for ensuring that the faculty, support services, and physical facilities

shall be of such quality to assure full comparability of the course offered to its regular on-campus counterpart. Courses for which degree credit is offered shall meet the same standards as other regular credit courses.

(b) Each university will be responsible for serving a designated geographic area of the State. Institutional responsibilities for ensuring that services are provided shall be in accordance with the following assignments.

1. Regional Responsibilities. a. Florida A&M University—Baker County, Calhoun County, Columbia County, Dixie County, Franklin County, Gadsden County, Hamilton County, Jackson County, Jefferson County, Lafayette County, Leon County, Liberty County, Madison County, Suwannee County, Taylor County, Union County, Wakulla County.

b. University of South Florida—Charlotte County, Collier County, DeSoto County, Glades County, Hardee County, Hendry County, Hernando County, Highlands County, Hillsborough County, Lee County, Manatee County, Pasco County, Pinellas County, Polk County, Sarasota County.

c. Florida Atlantic University—Broward County, Indian River County, Martin County, Okeechobee County, Palm Beach County, St. Lucie County.

d. University of West Florida—Bay County, Escambia County, Gulf County, Holmes County, Okaloosa County, Santa Rosa County, Walton County, Washington County.

e. University of Central Florida—Brevard County, Citrus County, Flagler County, Lake County, Levy County, Marion County, Orange County, Osceola County, Seminole County, Sumter County, Volusia County.

f. Florida International University—Dade County, Monroe County.

g. University of North Florida—Alachua County, Bradford County, Clay County, Duval County, Nassau County, Putnam County, St. Johns County.

2. Statewide Responsibilities.

a. The University of Florida, Florida State University, and Florida A&M University (with reference to its historic mission) shall be responsible for providing such programs and services on their respective campuses and in their local communities. Further, they shall be responsible for providing, on a statewide basis, such programs and services which cannot be provided by the other universities. The activities of the cooperative extension service will continue to be the responsibility of the Institute of the Food and Agricultural Sciences of the University of Florida without regard to the geographical area in which those activities occur.

b. Each university with regional responsibilities may offer off-campus within its region and without prior approval any credit course which has been authorized by appropriate curriculum committees to be offered on-campus.

c. Each university may offer credit courses outside of its geographic boundaries upon appropriate approval by the Chancellor. Courses in this category will be approved only where demonstrated need warrants institutional geographic overlap.

~~d. A university which has capabilities in specific disciplines not available in any other university may offer instruction in these disciplines in any part of the State without prior approval.~~

~~(4) Correspondence Study Policies:~~

~~(a) The University of Florida shall administer the Department of Correspondence Study Program for the State University System.~~

~~(b) The Department of Correspondence Study at the University of Florida shall submit an annual report listing all activities and a fiscal statement representing the income and expenditures of the Department for the fiscal year to the Chancellor.~~

~~(5) Off-Campus Center – Each center in which off-campus credit courses are offered shall be organized and administered by one of the universities, as approved by the Board. All courses offered in a center shall carry residence credit.~~

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8.009 Educational Sites

(1) The following definitions of educational sites shall be used for classification purposes in data submissions to the Board of Governors:

(a) Main campus is defined as the primary site of university educational, research, and administrative activities.

(b) Branch campus, including one that has received separate regional accreditation, is defined as an instructional and administrative unit of a university, apart from the main campus, that primarily offers students upper-division undergraduate and graduate programs, as well as a wide range of administrative and student support services appropriate for the number of student FTE served, and reflects a relatively permanent commitment by a university for the foreseeable future, not an occasional or transitory activity, in facilities which are university-owned, university-leased, or jointly used with another public institution.

1. Type I Branch Campus is defined as a university operation that has obtained and continues to maintain an enrollment level of more than 2,000 university student FTE in courses which lead to a college degree. A Type I Branch Campus typically provides a broad range of instruction for numerous full and partial degree programs, research activity, and an extensive complement of student services.

2. Type II Branch Campus is defined as a university operation that has obtained and continues to maintain an enrollment level of 1,000 to 2,000 university student FTE in courses which lead to a college degree. A Type II Branch Campus typically provides a moderate range of instruction for full and partial degree programs, limited research activity, and a moderate complement of student services.

3. Type III Branch Campus is defined as a university operation that has obtained and continues to maintain an enrollment level of at least 300 but less than 1,000 university student FTE. The Board may, within its discretion, require an operation with less than 300 FTE to be presented to the Board for approval if the operation otherwise meets the remaining criteria in this sub-paragraph. A Type III Branch Campus typically provides a limited range of instruction for full and partial degree programs or courses, limited research activity, and a limited complement of student services.

(c) Special purpose center is defined as a unit of a university, apart from the main campus, that provides certain special, clearly defined programs or services, such as research, cooperative extension, or public service, and reflects a relatively permanent commitment by a university for the foreseeable future, not an occasional or transitory activity, in facilities

- which are university-owned, university-leased, or jointly used with another public institution. Instructional programs or courses leading to a college degree are typically not offered at special purpose centers.
- (d) Instructional site is defined as a temporary instructional unit of a university, apart from the main campus, that provides a limited range of instructional programs or courses leading to a college degree, in facilities not owned by the institution.
- (e) Special purpose site is defined as a unit of a university, apart from the main campus, that provides services of an educational or community outreach nature which are other than instruction leading to a college degree, in facilities not owned by the institution. Instructional programs or courses leading to a college degree are typically not offered at special purpose sites.

(2) Within the State of Florida, on-site lower-level (1000- and 2000-level) courses shall be offered only on the main campus of a university unless approved under the following conditions:

- (a) A university may offer a limited number of lower-level courses that address specified degree program needs at educational sites other than the main campus, if an agreement is reached with the local Florida College System (FCS) institution that such course offerings will not unnecessarily duplicate course offerings at the FCS institution. If an agreement is not reached with the FCS institution within sixty days, the university board of trustees or its designee may approve the offering of a limited number of lower-level courses that address specific degree program needs. The university shall seek approval of a proposal submitted to its board of trustees, and, subsequently, the Board of Governors to enroll lower-level university FTE that will exceed 25% of the total university FTE at a branch campus or special purpose center. The proposal shall be in the format developed in (2)(b).
- (b) A university may offer a full range of general education and other lower-level courses at a branch campus if approved by the university board of trustees and, subsequently, by the Board of Governors. The proposal to offer a full range of lower-level courses shall use the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. Such format(s) shall include, at a minimum, the following elements: relationship to the university's mission; assessment of student demand; availability of necessary facilities, equipment, and faculty; effect on local articulation agreements; and projections of lower-level FTE, operating budget, and staffing.

(3) The following approval processes for establishing, reclassifying, relocating, and closing educational sites apart from the main campus apply to the State University System:

- (a) Each board of trustees shall adopt regulations consistent with this paragraph for the establishment, reclassification, relocation, and closing of educational sites apart from the main campus, including the acquisition of real property on which such educational sites will be located and including international educational sites and educational sites located in other states.
- (b) As an initial part of the process that may lead to the acquisition, establishment, reclassification, relocation, or closing of branch campuses or special purpose centers, the president of each university shall consult with the Chancellor to inform system-wide strategic planning.
- (c) Instructional sites and special purpose sites may be established and closed by universities consistent with regulations established by their respective boards of trustees. If an instructional or special purpose site scheduled for closing has been funded by the Legislature or established pursuant to law, the university shall provide documentation to the Board of Governors justifying the closure, and shall initiate a dialogue with legislative leadership regarding the closure.
- (d) Establishing, reclassifying, relocating, or closing a branch campus or special purpose center, including acquiring real property for such educational sites, shall be approved by the university board of trustees and, subsequently, the Board of Governors. No capital outlay funds shall be requested of the Legislature or expended, except for planning, prior to such approvals being obtained.
- (e) Proposals for the establishment, relocation, and reclassification of branch campuses and special purpose centers shall be submitted to the university's board of trustees and, subsequently, to the Board of Governors, using the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. Such format(s) shall include, at a minimum, the following elements: Accountability, Needs Assessment, Academic Programs, Administration, Budget and Facilities, Student Services, and Monitoring of Implementation.
- (f) In addition to addressing the elements specified in (3)(e), proposals for the establishment of international branch campuses and special purpose centers shall include the following elements:
 - 1. The relationship of the international program to the institution's mission and strategic plan;
 - 2. Any legal requirements of the host country that must be met to establish and operate a branch campus in that country and the legal jurisdiction that will be applicable to the university's operations;

3. A risk assessment of the university's responsibility for the safety of students, faculty, and staff;
 4. How the university will exercise control over the academic program, faculty, and staff, if the programs are not operated exclusively by the university; and
 5. An assurance that the branch is being operated in accordance with the legal requirements of the host country and any applicable political subdivision.
- (g) Proposals for closing branch campuses and special purpose centers shall be submitted to the university's board of trustees and, subsequently, to the Board of Governors, using the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. The proposal shall include a request for the Board of Governors to initiate a dialogue with university and legislative leadership regarding the appropriateness of seeking statutory changes, if the educational site has been established pursuant to law.

(4) A university shall receive approval from its board of trustees and the Board of Governors prior to seeking separate accreditation from the Southern Association of Colleges and Schools for a branch campus.

(5) Each university shall annually monitor enrollment at its branch campuses. If enrollments fall below the minimum designated for the site as defined in (1) for three consecutive years, the university shall develop and implement a plan for increasing enrollment, reclassifying the site, or closing the site. An exception shall be made for a Type III Branch Campus that was approved by the Board of Governors for establishment at an enrollment level below the minimum designated in (1). In that case, if enrollments fall below the Board of Governors-approved minimum for that site for three consecutive years, the university shall develop and implement a plan for increasing enrollment, reclassifying the site, or closing the site.

Authority: Section 7(d), Art. IX, Fla. Const.; History – New 4-9-87, 6-8-92, 2-15-94, 12-2-99, Amended X-XX-2011.

8.009 Definition and Process for Establishing Education Sites

~~(1) The following definitions and processes for establishment shall apply to education locations of public universities within the state:~~

- (a) ~~Main campus is defined as the focal point of university educational and administrative activities, authorized by Section 240.2011, F.S. Lower division courses are offered only on the main campus of each university unless the university receives specific Board of Governors approval to offer lower division courses at a branch campus, center or site. Approval will be based on a consideration of the following: the universities mission; an assessment of student demand; availability of necessary facilities, equipment and faculty; discussion with the educational institutions impacted by the proposed course offerings; and the Postsecondary Education Planning Commission's review of those course offerings. The Board of Governors approval is subject to review and action by a member of the State Board of Education, then the Board of Governors determination shall automatically become effective 30 days from the date of the Board of Governors decision to approve.~~
- (b) ~~Branch campus is defined as an instructional and administrative unit of a university that offers students upper division and graduate programs as well as a wide range of support services. Distance learning techniques may be used to complement on-site instruction at all types of campuses. Branch campuses may be of various types to meet the particular needs of a region:~~
- ~~1. Type I Branch Campus is defined as a major university operation which provides a broad range of instruction, numerous full and partial degree programs, research, and a full complement of student services in university administered facilities, which are mostly university owned or shared with a public community college. For efficiency of operation and provision of an adequate range of programs these campuses should obtain a funded enrollment level of 2,000 FTE.~~
 - ~~2. Type II Branch Campus is a large university operation, providing a range of instructional programs, many of which lead to a degree at the branch campus, some research, and full support services in university controlled facilities. Funded enrollment is between 1,000 and 2,000 FTE.~~
 - ~~3. Type III Branch Campus provides instruction in high demand disciplines, as well as necessary support services. Instructional and administrative functions are provided in facilities which may or may not be controlled by the university. Distance learning techniques may be used to provide a significant portion of the instructional program. Funded enrollment is between 300 and 1,000 FTE.~~
- (c) ~~Establishment of a new branch campus requires approval by the Board of Governors. In its request for authority to establish a new branch campus, a university shall submit a report regarding the long term~~

~~requirements for programs and facilities relating to its mission statement and course offerings, including a three-year PECO project priority list and a plan for long-term facilities needs. In addition, the Postsecondary Education Planning Commission must recommend establishment of the campus to the State Board of Education under the provisions of Subsection 240.147(7), F.S., and the Legislature must appropriate funds for its establishment.~~

~~(d) Center is defined as an instructional unit of a university or universities that offers a limited range of instructional programs or courses. Funded enrollment at a center will be fewer than 300 FTE.~~

~~(e) Special purpose center is defined as a unit of a university that provides certain special, clearly defined programs or services, such as research, cooperative extension, or public service apart from the main campus, branch campus, or center.~~

~~(f) Establishment of new centers and special purpose centers which entail the expenditure of state funds for facilities requires an assessment of long-term needs for facilities and approval by the Board of the three-year PECO project priority list. In submitting its request for authority to establish a Center, a university shall submit a report regarding the long-term requirements for programs and facilities relating to the mission statement and course offerings.~~

~~(g) Instructional site is defined as an instructional unit of a university that offers a very limited range of instructional programs or courses, generally of short duration, in facilities not owned by the institution. Universities shall retain the ability to establish instructional sites to meet demonstrated needs without the necessity for approval of the Board.~~

~~(h) Special purpose sites is defined as a unit of a state university that provides services of an education nature that are other than instruction, research or administration. Universities shall retain the ability to establish special purpose sites to meet demonstrated needs without the necessity of the approval of the Board.~~

~~(2) All new campuses, centers, and special purpose centers approved by the Board shall be submitted, along with the required review by the Postsecondary Education Planning Commission, to the State Board of Education for approval.~~

~~(3) The Board will review these definitions and processes periodically to determine whether changes are necessary.~~

Appendix

Each of the three noticed regulations went through several reviews by university staff, with each review resulting in edits being made, when feasible, in response to comments/concerns.

Proposed Regulations 8.002 Continuing Education and 8.009 Educational Sites went through an initial review by workgroups created specifically to provide input as the current regulations were being revised. The proposed regulations were then reviewed by university academic contacts, and further reviewed by general counsels and provosts.

Proposed Regulation 8.004 Academic Program Coordination was reviewed first by university academic contacts, then by general counsels and provosts.

All comments and suggested edits were carefully reviewed and were addressed to the extent possible. The following pages reflect, in red, edits that were incorporated between the time universities reviewed the initial drafts of the proposed regulations and the time the proposed regulations were approved for notice at the June 23, 2011, Board meeting.

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8.004 Academic Program Coordination

~~1.~~(1) To facilitate collaboration, articulation, and coordination of academic program delivery across the State University System, the Office of the Board of Governors shall coordinate with the Council of Academic Vice Presidents to conduct an annual review of all current academic degree program offerings, as well as university plans regarding the addition or termination of any degree programs. The review shall be designed to inform both institutional and System-level strategic planning and shall assess:

- ~~a.~~(a) Whether appropriate levels of postsecondary access are provided for students across the State of Florida to enable citizens to pursue degrees in selected fields;
- ~~b.~~(b) Opportunities for the collaborative design and delivery of degree programs utilizing shared resources across multiple State University System institutions;
- ~~c.~~(c) Whether academic program duplications are warranted; and
- ~~d.~~(d) Potential impacts of any proposed academic program closure.

~~2.~~ Any state university college credit courses or programs to be offered at a new location using any face-to-face instruction shall be provided by a state university whose main campus or branch campus, as defined in Regulation 8.009, is within a fifty-mile radius of the proposed location, except in the following circumstances:

- ~~a.~~ Such state university does not offer the program;
- ~~b.~~ Such state university determines that the program is not aligned with its mission and strategic direction or not cost-efficient for the university to provide the program at the proposed location; and
- ~~c.~~ Such state university arrives at a mutual agreement with another state university to offer the program at the proposed location.

~~(2)~~ To further facilitate articulation, collaboration, and coordination of academic program delivery across the System and the State, and to encourage further engagement with local communities, a university or team of universities will take lead responsibility for designated economic development regions. Designating one or more universities as lead does not preclude other universities from providing academic programs in the region in accordance with paragraph (3). Lead universities shall work with their community partners to identify specific unmet higher education needs and student demand in their regions, and shall coordinate any viable options to offer the needed academic programming

in a cost-effective manner. Such options may include, but are not limited to, programs offered in partnership with other universities or institutions in the Florida College System. Any planned new programming shall be in alignment with Board of Governors and university strategic plans. The activities of the Florida Cooperative Extension Service that do not include academic degree programs will continue to be the responsibility of the Institute of the Food and Agricultural Sciences of the University of Florida and the College of Engineering Sciences, Technology and Agriculture of Florida Agriculture and Mechanical University without regard to the economic development region in which those activities occur. For the purpose of ensuring that the higher educational needs of Florida's citizens are adequately addressed in a coordinated manner, the following regions are designated:

- (a) Northwest Region - University of West Florida, Florida State University, and Florida A&M University (Counties: Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, Gulf, Gadsden, Liberty, Franklin, Leon, Wakulla, Jefferson);
 - (b) North Central Region -University of Florida (Counties: Madison, Taylor, Hamilton, Suwannee, Lafayette, Dixie, Columbia, Gilchrist, Levy, Union, Bradford, Alachua, Marion);
 - (c) Northeast Region - University of North Florida (Counties: Baker, Nassau, Duval, Clay, St. Johns, Putnam, Flagler);
 - (d) East Central Region - University of Central Florida (Counties: Sumter, Lake, Volusia, Seminole, Orange, Osceola, Brevard);
 - (e) Southeast Region - Florida Atlantic University and Florida International University (Counties: Indian River, St. Lucie, Martin, Palm Beach, Broward, Dade, Monroe);
 - (f) Southwest Region - Florida Gulf Coast University (Counties: Collier, Lee, Charlotte);
 - (g) South Central Region - Florida Atlantic University, Florida Gulf Coast University, and University of South Florida (Counties: Hendry, Glades, Desoto, Hardee, Highlands, Okeechobee);
 - (h) Tampa Bay Region - University of South Florida and New College of Florida (Counties: Citrus, Pasco, Hernando, Hillsborough, Pinellas, Polk, Manatee, Sarasota)
- (3) When a state university desires to offer a college-credit ~~course or~~ program using face to face instruction at a new or existing location, the degree or certificate program, or substantial parts of a program, that

requires a substantial physical presence in another university's region, prior to taking any action to establish such presence, presidents shall collaborate in order to avoid unnecessary duplication of academic programs. Presidents of lead universities within the same region shall also collaborate with each other prior to expanding program offerings within their region.

(a) The university president ~~must first~~ shall notify the Chancellor and initiate a discussion with the president of ~~any~~ each state university whose main or branch campus is within a fifty-mile radius of assigned lead responsibility for the proposed location, region in which the university desires to expand its program offerings.

3.(b) If the ~~universities~~ presidents are unable to arrive at a mutual agreement, the issue will be referred to the Chancellor to mediate and/or request a final resolution from the Board.

(c) For the purpose of this regulation, substantial physical presence means maintaining continuously beyond the length of a single course, for any purpose related to offering a degree or certificate program, a physical location in the proposed region, to include classrooms, teaching laboratories, administrative services, or student services. The convening of students for orientation, testing, practica, and group seminars does not constitute a physical presence if no more than twenty percent of the course in which they are enrolled is delivered face-to-face at that location.

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8.002 Continuing Education

- (1) Continuing education is defined as ~~non-fundable~~ self-supporting college credit ~~and non-credit~~ courses or programs, ~~including non-credit~~ professional development courses or programs, designed to upgrade existing ~~career~~ technical or professional skills ~~or to assist participants in preparing~~, and courses that are provided primarily for ~~new careers~~. personal enrichment. Continuing education courses and programs are funded in the Auxiliary budget entity, except that funds collected from sponsoring entities for sponsored credit institutes may be remitted to the university's contract and grants trust fund, pursuant to Regulation 7.008(2)(b).
- (2) The administrative ~~structure~~ unit(s) under which the continuing education program is managed shall be determined by the university.
- (3) Continuing education college credit courses shall not ~~in any way~~ be in competition with, or replace, ~~credit courses funded through the university's~~ Educational and General (E&G) ~~credit courses~~ budget entity.
- (4) Admissions and graduation criteria, as well as academic standards, for degree programs offered through continuing education must align with those criteria and standards in equivalent programs funded through the E&G budget entity and must go through the same curriculum-approval processes as those E&G-funded programs.
- (5) Student ~~full-time equivalent (FTE) enrollments~~ calculated from college credit hours earned through continuing education shall be reported ~~to the Board of Governors~~ separately from student ~~full-time equivalent (FTE) enrollments~~ FTE funded through the E&G budget entity.
- (6) Degrees awarded for continuing education programs shall be reported ~~to the Board of Governors~~ separately from degrees awarded for programs funded through the E&G budget entity.
- (7) ~~Continuing education activity shall be reflected in the Auxiliary budget entity~~ ~~for~~ For the purpose of planning, offering, and recovering all ~~direct~~ costs of continuing education courses and programs, ~~continuing education activity shall be reflected in the Auxiliary budget entity, except that activity related to sponsored credit institutes may be reflected in the contracts and grants trust fund, pursuant to Regulation 7.008(2)(b).~~
 - a. Costs associated with continuing education activity may ~~not~~ be recovered from ~~non-funds appropriated in the E&G sources, such as grants, contracts, and/or directly from participants~~ budget entity.
 - b. Universities may collect and expend ~~tuition and fees~~ revenues collected above the level needed for cost-recovery of continuing education courses in a program approved

pursuant to the process for Market Rate Tuition established in Regulation 7.001—
Tuition and Associated Fees.

(8) Each board of trustees shall include the following continuing education
information in its annual report submitted to the Board of Governors pursuant to
Regulation 2.002—University Work Plans and Annual Reports: funds collected by
type, such as tuition, student fees, grants, contracts; expenditures for continuing
education; expenditures for non-continuing education activities (specify); FTE
enrollment by level and by college credit and non-credit programs and/or courses;
degrees earned; and out-of-state locations in which face-to-face instruction was offered.,
beginning with the 2012-2013 annual report:

a. For college credit courses:

- i. Revenues;
- ii. Expenditures for continuing education activities;
- iii. FTE enrollment by level;
- iv. Degrees earned;
- v. Certificates earned;
- vi. Out-of-state locations in which face-to-face instruction was offered.

b. For non-credit courses:

- i. Revenues;
- ii. Expenditures for continuing education activities;
- iii. Headcount for enrollees in K-12 programs; professional and
executive programs; and lifelong learning programs;
- iv. Certificates earned;
- v. Out-of-state locations in which face-to-face instruction was offered.

8.009 Educational Sites

(1) The following definitions of educational sites shall ~~apply~~ be used for classification purposes in data submissions to the State University System Board of Governors:

(a) Main campus is defined as the primary site of university educational, research, and administrative activities.

(b) Branch campus, ~~including one that has received separate regional accreditation,~~ is defined as an instructional and administrative unit of a university, apart from the main campus, that primarily offers students upper-division undergraduate and graduate programs, as well as a wide range of administrative and student support services appropriate for the number of student FTE served, ~~and reflects a relatively permanent commitment by a university for the foreseeable future, not an occasional or transitory activity,~~ in facilities ~~that~~ which are university-owned, university-~~controlled~~ leased, or jointly used with another public institution.

1. Type I Branch Campus is defined as a university operation that has obtained and continues to maintain an enrollment level of ~~at least more than~~ 2,000 university ~~student~~ FTE in courses which lead to a college degree. A Type I Branch Campus typically provides a broad range of instruction for numerous full and partial degree programs, ~~moderate~~ research activity, and an extensive complement of student services.

2. Type II Branch Campus is defined as a university operation that has obtained and continues to maintain an enrollment level of ~~between~~ 1,000 ~~and to~~ 2,000 university ~~student~~ FTE in courses which lead to a college degree. A Type II Branch Campus typically provides a ~~moderate~~ range of instruction for full and partial degree programs, ~~limited~~ research activity, and a moderate complement of student services.

~~(c) Instructional center~~ 3. Type III Branch Campus is defined as ~~an instructional unit of~~ a university, ~~apart from the main campus,~~ ~~operation~~ that has obtained and continues to maintain an enrollment

~~level of between at least 300 and but less than 1,000 university student FTE. The Board may, within its discretion, require an operation with less than 300 FTE to be presented to the Board for approval if the operation otherwise meets the remaining criteria in courses which lead to a college degree. An instructional center this sub-paragraph. A Type III Branch Campus typically provides a limited range of instruction for full and partial degree programs or courses, limited research activity, and a limited complement of student services in facilities that are university-owned, university-controlled, or jointly used with another public institution.~~

~~(d)~~ (c) Special purpose center is defined as a unit of a university, apart from the main campus, that provides certain special, clearly defined programs or services, such as research, cooperative extension, or public service, and reflects a relatively permanent commitment by a university for the foreseeable future, not an occasional or transitory activity, in facilities which are university-owned, university-controlled ~~leased~~, or jointly used with another public institution. Instructional programs or courses leading to a college degree are typically not offered at special purpose centers.

~~(e)~~ (d) Instructional site is defined as ~~an~~ temporary instructional unit of a university, apart from the main campus, that provides a limited range of instructional programs or courses leading to a college degree, generally of short duration, in facilities not owned by the institution.

~~(f)~~ (e) Special purpose site is defined as a unit of a university, apart from the main campus, that provides ~~services of an educational or community outreach nature which are other than instruction leading to a college degree, in facilities not owned by the institution. Instructional programs or courses leading to a college degree are typically not offered at special purpose sites.~~

~~(2) Distance learning courses may be used in conjunction with on-site courses to allow completion of degree programs at educational sites that have received board of trustees' approval to offer instruction.~~

~~(3) On~~ (2) Within the State of Florida, on-site lower-level (1000- and 2000-level) courses shall be offered only on the main campus of a university unless approved under the following conditions:

(a) ~~A university may offer a limited number of lower-level courses may be offered that address specified degree program needs at educational sites away from other than the main campus, if there is a written agreement is reached with the local institution in the Florida College System for the university to offer coursework to meet specific degree program needs of the site(FCS) institution that such course offerings will not unnecessarily duplicate course offerings at the FCS institution. If a written agreement cannot be achieved is not reached with the localFCS institution in the Florida College System within sixty days, the university board of trustees or its designee may approve a proposal to offer the offering of a limited number of lower-level courses that address specific degree program needs. The university shall seek approval of a proposal submitted to its board of trustees, and, subsequently, the Board of Governors to enroll lower-level university FTE that will exceed 25% of the total university FTE at a branch campus or special purpose center. The proposal shall include be in the following elements:~~

- ~~1. An explanation of why the courses cannot be provided by the local Florida College System institution or through distance learning; format developed in (2. An assessment of student demand in relation to unmet needs for the proposed courses;) (b).~~
- ~~3. Availability of necessary facilities, equipment, and faculty;~~
- ~~4. Documentation of discussions with the educational institutions affected by the proposed course offerings; and~~
- ~~5. Impact on local articulation agreements.~~

(b) A university may offer a full range of general education and other lower-level courses ~~off the main~~ at a branch campus if approved by the university board of trustees and, subsequently, by the Board of Governors. The proposal to offer a full range of lower-level courses shall ~~contain the elements specified below:~~ use the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. Such format(s) shall include, at a minimum, the following elements: relationship to the university's mission; assessment of student demand; availability of necessary facilities, equipment, and faculty; effect on local articulation agreements; and projections of lower-level FTE, operating budget, and staffing.

- ~~1. An explanation of how offering lower level courses at the site is consistent with the university's strategic plan and its vision for the educational site;~~
- ~~2. An explanation of how offering lower level courses at the site is consistent with the State University System strategic plan;~~
- ~~(3. An assessment of student demand in relation to unmet needs;~~
- ~~4. Availability of necessary facilities, equipment, and faculty;~~
- ~~5. Documentation of discussions with the educational institutions affected by the proposed course offerings;~~
- ~~6. Effect on local articulation agreements; and~~
- ~~7. Five year plan reflecting projected lower level FTE, operating budget, and staffing plan.~~

~~(4) The following approval processes for establishing, reclassifying, relocating, and closing, and reviewing educational sites apart from the main campus apply to the State University System:~~

- ~~(a) Each board of trustees shall adopt regulations consistent with this paragraph for the establishment, reclassification, relocation, and closing, and review of educational sites apart from the main campus, including the acquisition of real property on which such educational sites will be located and including international educational sites and educational sites located in other states.~~
- ~~(b) When beginning to consider As an initial part of the process that may lead to the acquisition, establishment, reclassification, relocation, or closing of branch campuses, instructional centers, or special purpose centers, the president of each university shall consult with the chancellor Chancellor to inform system-wide strategic planning.~~
- ~~(c) Instructional sites and special purpose sites may be established and closed by universities consistent with regulations established by their respective boards of trustees. If an instructional or special purpose site scheduled for closing has been funded by the Legislature or established pursuant to law, the university shall provide documentation to the Board of Governors justifying the closure, and shall initiate a dialogue with legislative leadership regarding the closure.~~
- ~~(d) Establishing, reclassifying, relocating, or closing a branch campus, instructional center, or special purpose center, including acquiring real~~

property for such educational sites, shall be approved by the university board of trustees and, subsequently, the Board of Governors.- No capital outlay funds shall be requested of the Legislature or expended, except for planning, prior to such approvals being obtained.

- (e) Proposals for the establishment, relocation, and reclassification, and relocation of branch campuses, instructional centers, and special purpose centers shall be submitted to the university's board of trustees and, subsequently, to the Board of Governors, using the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. Such format(s) shall include, at a minimum, the following elements:

1. Accountability:

- a. The proposal shall describe how the proposed action is consistent with the institution's mission and strategic plan and the Board of Governors strategic plan.
- b. The proposal shall demonstrate alignment with state-level, cross-sector planning.
- c. The proposal shall describe plans for ensuring that establishment or relocation of the site meets the criteria of the substantive change requirements of the Southern Association of Colleges and Schools.
- d. The proposal shall document discussions with educational institutions affected by the proposed site and explain any collaborative arrangements with other educational institutions or business entities.
- e. The proposal shall address any impacts on the local community and its infrastructure.
- f. The proposal shall be consistent with the current validated educational plant survey pursuant to Board Regulation XX.XXXX.

2. Needs Assessment:

- a. The proposal shall include identification of statewide and regional needs to be met; the targeted student population and an assessment

~~showing that enrollment needs cannot be met through distance learning technologies or other effective alternative instructional methods; for those educational sites that will provide instructional programs; description of measurable benefits to the community and region; a description of discussions with community and workforce leaders and documentation of their support; and documentation of discussions with institutions in the region and an analysis of the impact the proposed action will have on them.~~

- ~~b. For educational sites that will provide instructional programs, the proposal shall include a ten year projection of headcount and FTE enrollment. The university shall note if a reclassification of the educational site may be required within the ten year period based on enrollment projections.~~

3., Academic Programs:

- ~~a. The proposal shall delineate full and partial academic programs planned for the educational site.~~
- ~~b. The proposal shall demonstrate that students at the educational site will receive quality instruction, including providing a description of the means used by the university to monitor and ensure the quality of programs.~~
- ~~c. The proposal shall describe any admissions or degree requirements that are different from the requirements of the main campus.~~
- ~~d. New degree programs proposed for an educational site shall be approved pursuant to Regulation 8.011, New Academic Program Authorization.~~

4., Administration:

- ~~a. The proposal shall include a plan for administrative and faculty staffing levels that will be appropriate for the size and type of programs that will be offered on the proposed educational site.~~

~~b. The proposal shall include an organizational plan describing the functional relationship of administrative offices to the main campus.~~

~~c. The proposal shall describe how the university will assess the effectiveness of the educational site and how it will monitor and ensure its quality.~~

~~5., Budget and Facilities:~~

~~a. The university shall include in the proposal a ten year budget plan for financing, managing and maintaining the educational site, planned academic programs, and support services. The budget plan will address both operations and capital outlay.~~

~~b. The proposal shall describe the financial impact that the proposed site will have on the existing campuses of the institution.~~

~~6., Student Services: The proposal shall address access to academic and student support services, if appropriate.~~

~~7., and Monitoring of Implementation: The proposal shall include a timeline and plan for the board of trustees to annually monitor the implementation of the proposed site to ensure the site is achieving programmatic and enrollment goals.~~

(f) In addition to addressing the elements specified in (43)(e), proposals for the establishment of international branch campuses, instructional centers, and special purpose centers shall include the following elements:

1. The relationship of the international program to the institution's mission and strategic plan;

2. ~~The~~Any legal basis for the institution's operations in the requirements of the host country that must be met to establish and operate a branch campus in that country and the legal jurisdiction under which its contractual provisions that will be interpreted applicable to the university's operations;

3. ~~The extent~~ A risk assessment of the institution's-university's responsibility for the safety of students, faculty, and staff; and
 4. ~~An explanation as to how~~ How the university will exercise control over the academic program, faculty, and staff; if the programs are not operated exclusively by the university; and
 5. An assurance that the branch is being operated in accordance with the legal requirements of the host country and any applicable political subdivision.
- (g) Proposals for closing branch campuses, instructional centers, and special purpose centers shall be submitted to the university's board of trustees and shall include the following elements:
1. Plans to notify students, faculty, and staff of closing of the educational site;
 2. Effect on nearby postsecondary institutions, the community, and region;
 3. Plans for teach-out agreements that support student completion and that consider the impact of closing the site on faculty and staff, consistent with standards and policies of the Southern Association of Colleges and Schools;
 4. Plans for use or disposal of university-owned facilities on the site;
 5. Effect on the university's ability, subsequently, to meet goals delineated in its strategic plan;
 6. Effect on the State University System's ability to meet goals delineated in the Board of Governors strategic plan; and
7. A, using the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. The proposal shall include a request for the Board of Governors to initiate a dialogue with university and legislative leadership regarding the appropriateness of seeking statutory changes, if the educational site has been established pursuant to law.

(54) A university shall receive approval from its board of trustees and the Board of Governors prior to seeking separate accreditation from the Southern Association of Colleges and Schools for a branch campus ~~or instructional center.~~

~~(6) Each university shall monitor, and each board of trustees shall periodically review, its branch campuses and instructional centers to determine if the site should be continued in its current classification as defined in (1), reclassified, or closed.~~

~~(a5) Each university shall annually monitor enrollment at its branch campuses and instructional centers. If enrollments fall below the minimum designated for the site as defined in (1) for ~~two~~three consecutive years, the university shall develop and implement a plan for increasing enrollment, reclassifying the site, or closing the site.~~

~~(b) — Each board of trustees shall review its branch campuses, instructional centers, and special purpose centers at least every seven years. The reviews shall include a determination of the educational site's progress against defined program goals and, An exception shall be made for branch campuses and instructional centers, defined enrollment goals, within the context of the site's mission, the university's mission, and the current Board of Governor's Strategic Plan. Copies of all reviews shall be submitted to the Office of a Type III Branch Campus that was approved by the Board of Governors. for establishment at an enrollment level below the minimum designated in (1). In that case, if enrollments fall below the Board of Governors-approved minimum for that site for three consecutive years, the university shall develop and implement a plan for increasing enrollment, reclassifying the site, or closing the site.~~