

507. Academic Program Planning

I. Policy Statements

- A. The President of each institution shall have the primary responsibility for developing and implementing the academic program planning process for his/her campus.
- B. A three-year academic program planning document will be presented annually to the Board for its review.
- C. Guidelines for the submission and review of the Academic Program Planning document are developed and administered by the System's Office of Academic Affairs.

II. Planning Process Guidelines

- A. Each institution shall submit annually a three-year academic program planning document to the Chancellor.
- B. The Vice Chancellor will review the institutions' individual planning documents and compile them into a System Academic Program Planning document.
- C. Upon the Chancellor's recommendation, the System Academic Program Planning document will be presented to the Board.
- D. The planning document shall include the following sections:

- 1. New programs being planned
 - a) Projected year to be submitted
 - b) Six-digit CIP Code
 - c) Degree
 - d) Title
 - e) Description
 - f) Role Change?
 - g) UAS Category
 - h) Status of intended new program:
 - i)

A = Proposal has been approved by ACHE and is awaiting review and final approval by the Board of Trustees.

B = Proposal is at ACHE and is awaiting review and approval.

C = Proposal has completed campus and System reviews and is ready for consideration by the Board of Trustees and ACHE.

D = Proposal is expected to be completed by the campus and submitted for System review within the next 12 months.

E = Proposal is under development, but is not likely to complete campus review in the next 12 months.

F = Program NISP has been sent to ACHE.

G = Program NISP has been sent to the Board of Trustees.

H = Program is still in the early planning stages. It has not been reviewed by the campus and appearance on the list is merely an indication that the possibility of a program is being considered.

NOTE: Proposals for name changes (i.e. Ed.D. to Ph.D.). These shall require a proposal and Board action, but they are not equivalent to development of a degree in a new area or at an entirely new level.

2. Other planning initiatives of the institution, such as those listed below:
 - a) Academic structure changes
 - b) New academic structures, such as colleges, departments, units, etc.
 - c) Major outreach initiatives
 - d) Major admission changes
 - e) Major changes that will affect educational programs, faculty, and/or the student body

(Adopted December 5, 1997; amended May 7, 1999; November 14, 2008.)