

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED AMENDED REGULATION

DATE: October 23, 2007

REGULATION CHAPTER TITLE: Academic Affairs

REGULATION TITLE AND NUMBER: Authorization and Termination of Academic Programs (4.005)

SUMMARY OF REGULATION: The amended Regulation provides that the University may add or delete an academic degree program or a major, minor concentration, area of emphasis or track within an existing degree program. Any addition or deletion must be reviewed by the faculty of the program involved; the administrative head of the unit, institute, college or school in which the program is located, the Faculty Senate and the Provost prior to review by the Board of Trustees. The Regulation also provides that the University shall provide a plan to accommodate students, faculty and staff who are currently active in a program that is scheduled to be terminated. The Board of Trustees may only terminate degree programs in accordance with Board of Governors regulations.

AUTHORITY FOR REGULATION: Article IX, Florida Constitution, Board of Governors Regulation Development Procedure dated July 21, 2005, and Section 1009.24, Florida Statutes.

UNIVERSITY OFFICIAL INITIATING THIS REGULATION: Dr. Barbara K. Barnes, Interim Provost and Vice President for Academic Affairs.

PROCEDURE FOR COMMENTS: Written comments concerning this proposed amended regulation shall be submitted within 14 days of the date of this notice to the person identified below.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED AMENDED REGULATION IS: Dr. Barbara K. Barnes, Interim Provost and Vice President for Academic Affairs, 301 Foote-Hilyer Administration Center, Tallahassee, Florida 32307, (850) 599-3276 (phone), (850) 561-2551 (fax), barbara.barnes@famu.edu.

FULL TEXT OF THE PROPOSED AMENDED REGULATION: The full text of the proposed amended regulation follows:

Regulations of Florida A&M University



4.005 ~~Addition~~ Authorization and Deletion ~~Termination~~ of Academic Programs

A. Authorization of New Academic Programs

- (1) Academic degree programs may be added ~~or deleted~~ for various reasons, including but not limited to emerging areas, market demand, a change in the strategic direction of the University, or the profession, low enrollment, low degree productivity, or financial exigency the discipline, or the profession. A recommendation for the ~~addition, deletion, suspension, or significant modification~~ of any academic degree program shall be reviewed by the faculty of the program involved; the administrative head of the unit, institute, school, or college in which the program is located; ~~the~~ appropriate university committees, the Faculty Senate governing body or bodies; and the Provost. The Provost will forward a recommendation to the President, who will report to the Board of Trustees for action. The Board of Trustees has the responsibility for the addition ~~and deletion~~ of degree programs ~~through the~~ at the bachelor's, master's, advanced master's, and specialist degree programs level and also the responsibility to recommend to the Board of Governors, the addition ~~or deletion~~ of professional and research doctoral programs. ~~The addition or deletion of a major, minor, option or track must be approved by the Provost and the President of the University.~~
- (2) ~~The University shall develop guidelines for adding or deleting academic programs. These guidelines shall be approved by the appropriate university governance bodies, the Provost, the President and the Board of Trustees. The University will engage an external consultant to review all Doctoral degree program proposals. In reviewing new degree programs for approval, the Board of Trustees will consider the criteria specified by the Board of Governors and costs. The University will utilize the SUS degree proposal format for all new degree programs to ensure that the Board of Governors criteria are adequately addressed. The University will notify the Board of~~

- Governors and the Southern Association of Colleges and Schools per substantive change requirements of approval of degree programs by the Board of Trustees.
- (3) The University shall require a review and evaluation of all established programs. The University shall establish criteria and guidelines for the review and evaluation of academic programs, which shall be approved by the university governing body or bodies, the Provost and the President. There shall be a periodic, substantive evaluation of each academic program on a rotating schedule, not to exceed ten years. The Provost may require an annual review of programs that have been identified as having low degree productivity or low enrollment. The addition of a major, minor, concentration, area of emphasis or track within an existing degree program must be reviewed by the faculty of the program in which the addition will be housed, the administrative head of the unit, institute, school or college, the Faculty Senate, and approved by the Provost of the University.
 - (4) The University shall adopt a formal process for determining which new programs the University will explore during the strategic plan cycle. Further, the University shall adopt a formal process for adding academic programs, which includes appropriate curriculum, financial, and administrative review. This process shall be reviewed by the Faculty Senate, and approved by the Provost and the President.
 - (5) A copy of this policy shall be provided to the Board of Governors, Office of Academic and Student Affairs.

B. Termination of Academic Program

- (1) Programs may be terminated to ensure the efficient use of state resources and to maintain the quality and relevancy of academic programs offered within the University. Reasons for terminating programs may include but are not limited to the following:
 - (a) Enrollments are no longer sufficient to justify the cost of instruction, facilities, and equipment; or the program duplicates other offerings at the University.
 - (b) The program is no longer aligned with the mission or strategic goals of the University, or is no longer aligned with strategic goals of the Board of Governors.
 - (c) The program no longer meets the needs of the citizens of Florida in providing a viable educational or occupational objective.
- (2) A recommendation for the deletion of any academic degree program shall undergo a financial review and be reviewed by the faculty of the program involved; the

administrative head of the unit, institute, school or college in which the program is located; the Faculty Senate; and the Provost. The Provost will forward a recommendation to the President, who will report to the Board of Trustees for action. The recommendation shall include a plan to accommodate any students who are currently active in a program that is scheduled to be terminated and to accommodate faculty and staff active in the program, as required by personnel regulations and the collective bargaining agreements. The plan shall also include an evaluation of any potential negative impact the proposed termination may have on the current representation of females and ethnic minorities within the students and faculty, and a recommendation for mitigation of potential negative impact.

- (3) The Board of Trustees has the responsibility and authority to approve termination of degree programs at the bachelor's, master's, advanced master's, and specialist level in accordance with BOG Regulation 6C-8.012 (1) and subsection (2). The University will notify the Board of Governors, Office of Academic and Student Affairs within four weeks of the University Board of Trustees decision to terminate a degree program, and also notify the Southern Association of Colleges and Schools, pursuant to requirements for substantive change.
- (4) The Board of Trustees has the responsibility and authority to recommend termination of degree programs at the professional and doctoral level to the Board of Governors in accordance with BOG Regulation 6C-8.012 (1) and subsection (2). In its request for termination of a program the University will provide documentation that it has followed its established policies, including those related to faculty affected by program termination, and that there is a plan in place to accommodate any students who are currently active in the program.
- (5) The deletion of a major, minor, concentration, area of emphasis or track within an existing degree program must be reviewed by the faculty of the program in which the offering is housed, the administrative head of the unit, institute, school or college, the Faculty Senate, and approved by the Provost of the University.
- (6) A copy of this policy shall be provided to the Board of Governors, Office of Academic and Student Affairs.

Specific Authority: Board of Governors Regulation Development Procedure Dated July 21, 2005, 1001.74(4), FS. Law Implemented Board of Governors Resolution Adopted January 7, 2003, 1001.74(7), FS. History-New 12/07/06, Amended _____-07.