FLORIDA ATLANTIC UNIVERSITY
NOTICE OF PROPOSED NEW REGULATION

Date: October 9, 2007

REGULATION TITLE AND NUMBER: New Academic Degree Program and Other Academic Program Approval (3.002).

SUMMARY: At its March 2007 meeting, the Florida Board of Governors ("BOG") promulgated new regulations that relate to new program authorization (6C-8.011, Academic Program Authorization). The Regulations require that each university board of trustees adopt policies for new degree program planning and other academic program approval that are consistent with these Board of Governors' Regulations.

For the most part, policies and procedures for new degree programs have existed at Florida Atlantic University. These policies and procedures have been revised to be consistent with the new BOG Regulations. The new Regulation 3.002 (New Academic Degree Program and Other Academic Program Approval) has been reviewed by the Office of Academic Affairs and the University Faculty Senate.

FULL TEXT OF THE REGULATION: The full text of the proposed regulation is attached below to this Notice. The full text of the existing regulation is posted on FAU's website at www.fau.edu/regulations. In addition, the full text of the proposed regulation and current regulation are available upon request to the Office of the General Counsel, which can be contacted at (561) 297-3007 or GeneralCounsel@fau.edu.

AUTHORITY FOR THE REGULATION: Article IX of the Florida Constitution; the Board of Governors Regulation Development Procedure dated July 21, 2005; and Board of Governors Regulation 6C-8.011.

UNIVERSITY OFFICIAL INITIATING THE REGULATION: Diane Alperin, PhD, Associate Provost, Department of Academic Affairs

COMMENTS CONCERNING THE PROPOSED NEW REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. In response, the University may solicit additional written comments, schedule a public hearing, withdraw or modify the proposed regulation in whole or in part after notice, or proceed with adopting the regulation. The comments must identify the regulation(s) on which you are commenting:

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED NEW REGULATION IS: Myrlande Dessalines, Paralegal, Office of the General Counsel, 777 Glades Road, Boca Raton, Florida, 33431, (561) 297-3007 (phone), (561) 297-2787 (fax), GeneralCounsel@fau.edu.

PROPOSED NEW REGULATION

Florida Atlantic University

Regulation 3.002 New Academic Degree Program and Other Academic Program Approval

(1) PURPOSE

(A) Florida Board of Governors Regulation 6C-8.011, *Academic Program Authorization*, stipulates that each university Board of Trustees ("BOT") must adopt policies and procedures for new degree program planning and approval consistent with the Board of Governors ("BOG") Regulation, with copies to the Board of Governors, Office of Academic and Student Affairs. This policy must include at a minimum:

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

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

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

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

5) Adoption of common state university system new degree proposal format developed by BOG staff in collaboration with university academic affairs officers.

(B) This Regulation also stipulates that each university Board of Trustees has the responsibility and authority to promulgate policies consistent with applicable accreditation standards for the approval and implementation of other types of academic programs as defined in Board of Governors Regulation 6C-8.011(2), with copies to the Board of Governors, Office of Academic and Student Affairs. Other types of academic programs include:

1) Program Majors, Program Minors, Concentrations, Areas of Emphasis, Tracks, and College Credit Certificates within an existing bachelor's, master's, advanced master's, specialist, and doctoral degree program.

2) College Credit Certificate programs when more than half of the courses are not part of the curriculum of an existing degree program.

3) Establishment and annual review of off-campus degree program offerings outside of its assigned service area, to include: programs offered through continuing education, degree programs offered under contract as sponsored credit for an external public or private entity, and degree programs offered in foreign countries.

4) Non-college credit programs offered through continuing education that lead to a certificate recognized as a credential for employment.

(2) PROCEDURES FOR NEW ACADEMIC DEGREE PROGRAM AUTHORIZATION

(A) Within the parameters of the 2006-2013 Strategic Plan for Florida Atlantic University, the department should initiate development of new academic degree programs. If the proposal is for a professional or doctoral program, the department should engage a qualified external consultant to conduct a comprehensive study. The formal written review needs to be concluded prior to consideration by the Board of Trustees. Program development should be formally initiated by completion of the most current version of the Florida Board of Governors *Request to Offer a New Degree Program*, and submitted to the appropriate College faculty committee and subsequently to the Dean for review and initial approval. During this initial stage, consultation with the Provost's Office is encouraged, particularly in regards to issues of budget and enrollment.

(B) Such requests should be analyzed by the appropriate college faculty committee and the Dean for consistency with the institutional mission and BOG state university strategic plan; for assessment of need and demand for the program; for a determination of the capability of the department, College, and University to mount and sustain the program; for assessment of the impact of the proposed program on existing programs; for projected benefit of the program to the university, local community and state; and for a careful and thorough analysis of the resources required for the proposed program, assurances that the program can be mounted in a quality fashion, and that adequate productivity will be achieved in a reasonable time. In addition, all new baccalaureate degree program proposals need to address access and articulation issues and include an Academic Learning Compact developed in consultation with the Office of Institutional Effectiveness and Analysis; all new doctoral program proposals need to provide evidence that the faculty in the aggregate has the experience and research activity to sustain the program and that a plan for scholarships and graduate assistantships are in place – as appropriate for the discipline. Upon completion of this review and granting of approval for further

consideration, the Dean shall transmit the request to the University Provost, including at least one hard copy and an electronic version.

(C) The University Provost will assign the request for review by appropriate internal staff (Associate Provosts of Programs, Planning and Budget and Enrollment Management) and then by the Dean of Graduate Studies if the proposal is a graduate program, and to the Dean of Undergraduate Studies if the proposal is for an undergraduate program, for review of completeness and adequacy. Upon successful completion of this review, the request will be transmitted to the University Faculty Senate ("UFS").

(D) The appropriate committee(s) of the University Faculty Senate will review the request for a new degree program and provide a recommendation to the UFS for action. Upon completion of this review and action by the UFS, the request will be returned to the University Provost.

(E) The University Provost will provide a final review and, if acceptable, will endorse and transmit the request to the University President for transmission to the BOT Committee on Academic and Student Affairs.

(F) Approved requests will be reviewed by the BOT Committee on Academic and Student Affairs. The recommendation of this Committee will be transmitted to the University Board of Trustees for final authorization to implement the proposed program.

(G) If approved by the BOT, a proposed doctoral or professional program proposal will be further transmitted by the Provost to the Board of Governors of the State University System for final approval and authorization, as required. In addition, all Board of Trustees approved proposals for new baccalaureate and master's level programs will be transmitted to the Board of Governors by the Provost for review and inclusion in the Academic Program Inventory.

(H) Upon final approval and authorization, the Office of the University Provost will notify all interested parties, including the department and college, the graduate and undergraduate dean, university faculty governance, the Registrar, community college relations, and admissions and academic advisors on each campus.

(3) PROCEDURES FOR OTHER ACADEMIC PROGRAM APPROVAL. Other academic programs, as defined in BOG Regulation 6C-8.011(2), will be reviewed and approved by the appropriate academic units, as follows:

(A) Program Majors, Program Minors, Concentrations, Areas of Emphasis, Tracks, and College Credit Certificates within an existing bachelor's, master's, advanced master's, specialist and doctoral degree program will be reviewed by the appropriate college and University Faculty Senate Committees, and approved by the University Faculty Senate and the Provost.

(B) College Credit Certificate programs will be reviewed by the appropriate college and University Faculty Senate Committees, and approved by the University Faculty Senate and the Provost.

(C) Establishment and annual review of off-campus degree program offerings outside of its assigned service area, including programs offered through continuing education or under contract as sponsored credit for an external public or private entity, and degree programs conducted in foreign countries, will be conducted by the appropriate college. All these degree programs will have been previously approved under the procedure for New Academic Degree Program Authorization described above. Study Abroad Programs, which are not typically degree programs, are approved by the college, the Dean of Undergraduate Studies, and the Provost, in consultation with the Office of International Programs.

(D) Non-college credit programs offered through continuing education that lead to a certificate recognized as a credential for employment are reviewed and approved by the sponsoring unit.

Specific Authority: Florida Board of Governors Resolution dated January 7, 2003; Florida Board of Governors Regulation 6C-8.011. History: New – 11-14-2007.