

ITEM: 5  
Policy #: 2.004  
FKA: 2.22

**Florida Gulf Coast University Board of Trustees**  
**June 19, 2007**

**SUBJECT:** Policies Pertaining to Academic Programs

---

**PROPOSED BOARD ACTION**

*Approved as presented*

Approve the following policies pertaining to academic programs:

- Academic Learning Compacts
- Academic Program Authorization
- Academic Program Review
- Professional Certificate Programs
- Programs Offered Outside FGCU's Five-County Service Area
- Suspension and Discontinuance of Academic Programs

*BACKGROUND INFORMATION*

On January 25, 2007, the Board of Governors (BOG) issued public notice of intent to promulgate several regulations pertaining to academic programs. Subsequently, on March 29, 2007, the BOG adopted regulations dealing with the following topics: program authorization, program termination, limited access, hours to degree, program review, and student learning outcomes. These regulations are available on the BOG website [http://www.flbog.org/BOG\\_regs/](http://www.flbog.org/BOG_regs/)

The regulations codified many existing practices and brought together numerous policies relating to the above topics that had previously existed in statutes, regulations, resolutions, and policy memoranda. The regulations also clarified authority and responsibility of the BOG and the university boards of trustees, which was vague in statute. In addition, the regulations called for university boards of trustees to adopt policies in specified areas.

The attached policies presented to the FGCU Board of Trustees for review and approval respond to this mandate. The proposed policies are described in the attached executive summary. Relevant University procedures are also included as supporting documentation.

**Supporting Documentation Included:**

1. Executive Summary
2. Academic Learning Compacts Policy
  - Academic Learning Compacts Development and Review Procedures
3. Academic Program Authorization Policy
  - Curriculum Development Procedures
4. Academic Program Review Policy
  - Program Review Procedures
5. Professional Certificate Programs Policy
6. Programs Offered Outside FGCU's Five-County Service Area Policy
7. Suspension and Discontinuance of Academic Programs Policy

**Prepared by:** Associate Vice President for Planning and Institutional Performance Paul Snyder, and Director of Program Development and Curriculum Cathy Duff

**Legal Review by:** General Counsel Wendy Morris

**Submitted by:** Provost and Vice President for Academic Affairs Bonnie Yegidis

**Executive Summary  
Proposed Policies Pertaining to Academic Programs  
May 23, 2007**

ACADEMIC PROGRAM REVIEW

The BOG adopted a rule at its March 29, 2007, meeting that requires each university to conduct a seven-year cyclic review of all its academic degree programs. Program reviews must document how individual academic programs are achieving stated student learning and program objectives within the context of the university's mission, as illustrated in the academic learning compacts. The results of the program reviews are to inform strategic planning, program development, and budgeting decisions at the university level, and, when appropriate, at the state level. The university policy and accompanying procedures ensure that the program review and continuous improvement processes include the following required elements:

- A review of the mission and purpose of the program within the context of the university mission and the Board of Governors' Strategic Plan.
- The establishment of teaching, research, service, and other program goals and objectives including expected outcomes, particularly in the area of student learning.
- An assessment of how well the program goals/objectives are being met; how well students are achieving expected learning outcomes; how the results of these assessments are being used for continuous improvement; and the sufficiency of resources and support services to achieve the program goals/objectives.
- In the case of baccalaureate programs, a review of lower level prerequisite courses to ensure that the program is in compliance with State-approved common course prerequisites and (if appropriate) a review of the limited access status of the program to determine if such status is still warranted.

The attached policy and procedures are designed to meet all these requirements and the procedures themselves have been in operation within the University for the last several years.



## FLORIDA GULF COAST UNIVERSITY BOARD OF TRUSTEES

### **POLICY TITLE**

Academic Program Review

### **POLICY STATEMENT**

The Florida Board of Governors (BOG) has determined that each state university system institution should have a policy concerning the periodic peer review of all its academic degree programs to occur between 2007 and 2014. According to BOG regulation 6C-8.015, each university must do the following: establish and maintain a schedule for submission of program review summary reports for every degree program to occur between 2007-2014; publish clearly defined policies and procedures for reviewing academic degree programs during this time frame; and ensure that the program review leads to continuous improvement. This requirement is a continuation of a longstanding requirement within the SUS and codifies a directive from the Chancellor dated August 11, 2004. Consequently FGCU already has policies and procedures in place to accomplish these purposes. The current regulation is intended to devolve the responsibility for program review upon the university boards of trustees

### **RESPONSIBLE EXECUTIVE**

Provost and Vice President for Academic Affairs

### **RESPONSIBLE OFFICE**

Office of Planning and Institutional Performance

### **WHO SHOULD READ THIS POLICY**

All faculty and academic administrators charged with the oversight and delivery of academic degree programs within FGCU.

### **PROCEDURES**

Academic program review is coordinated by the Office of Planning and Institutional Performance in consultation with the Program Review Team of the University Faculty Senate according to a timetable mutually agreed upon by the division of the university offering the program and the office of Planning and Institutional Performance.

Procedures and a schedule for all academic program reviews can be found on the Planning and Institutional Performance website and by referencing the March 2006

edition of Program Review Procedures and the document entitled Guidelines for the Program Review Report.

*History: This is the first policy to address this subject matter*