

BOARD OF REGENTS
BRIEFING PAPER
Handbook Revision, New Program Review

BACKGROUND & POLICY CONTEXT OF ISSUE:

Existing Board policy requires the review of new programs at the universities, state college, and community colleges following the third and fifth year of the program's existence. The review must include a report comparing originally projected enrollments and expenses to actual third and fifth year figures.

During the November 29, 2012, meeting of the Academic and Student Affairs Committee, Regents discussed the need to review new programs approved by the Board after the first year to evaluate whether the new program is meeting the projected expectations.

SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

Amend *Title 4, Chapter 14, Section 4* of the *Handbook* to require review of a new program at the universities, state college, and community colleges following the first year of the program's existence, in addition to the third and fifth year.

IMPETUS (WHY NOW?):

This recommendation is brought forward following the Academic and Student Affairs Committee's discussion of timelines for new program review at its November 29, 2012, meeting.

BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

- As requests for new programs are brought forward following several years in which programs were eliminated due to budget limitations, an earlier review will allow Regents to evaluate the preliminary success of a program to determine if limited NSHE resources are well-used and to evaluate whether the program is meeting or on-track to meet the originally projected enrollments and expenses.
- Waiting until the third year after a new program's approval to review projected enrollments and expenses may be too late to change the course for a new program that is not meeting expectations.

POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

Reviewing a program after the first year may be too soon to evaluate whether a program is meeting the projected enrollments and expenses.

ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:

Retain the existing policy that does not require review of a new program until after the third and fifth year of the program's existence.

COMPLIANCE WITH BOARD POLICY:

- Consistent With Current Board Policy: Title # _____ Chapter # _____ Section # _____
- Amends Current Board Policy: *Title 4, Chapter 14, Section 4*
- Amends Current Procedures & Guidelines Manual: Chapter # _____ Section # _____
- Other: _____
- Fiscal Impact: Yes _____ No _____
- Explain: _____

POLICY PROPOSAL
TITLE 4, CHAPTER 14, SECTION 4
Review of Existing Academic Programs

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

Section 4. Review of New and Existing Academic Programs

1. A review of existing academic programs shall be conducted by the universities, state college, and community colleges on at least a ten-year cycle to assure academic quality, and to determine if need, student demand, and available resources support their continuation pursuant to the following.
 - a. The review of existing programs must include multiple criteria. Although criteria may vary slightly between campuses, as institutions have different missions and responsibilities, there should be comparable data from all programs. The review must include both quantitative and qualitative dimensions of program effectiveness, and peer review.
 - b. Criteria to be utilized in the review of existing programs shall include the following: quality, need/demand for the program, relation to the institutional mission, cost, relationship to other programs in the System, student outcomes, and quality and adequacy of resources such as library materials, equipment, space, and nonacademic services.
 - c. An annual report will be published by the institution on the results of existing program evaluations and a summary of that report will be forwarded to the Chancellor's Office and presented to the Academic and Student Affairs Committee annually.
2. New programs at the universities, state college, and community colleges shall be reviewed following the *first*, third and fifth year of the program's existence. The criteria for review shall be established by the Vice Chancellor of Academic and Student Affairs and must include a report comparing originally projected enrollments and expenses to actual *first*, third and fifth year figures.
3. Desert Research Institute - A five-year cycle will be used for the review of all DRI research programs. A report will be published on the results of program evaluation and a summary of that report will be forwarded to the Chancellor's Office and presented to the Academic and Student Affairs Committee. Additional reports or status reports on DRI research programs outside of the five-year cycle may be brought forward at any time at the discretion of the Institute.
4. In addition to the review process established in this section, the Board or a President may initiate additional program reviews as deemed necessary.