

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Academic and Student Affairs

Date of Meeting: November 15, 2011

Agenda Item: Proposed Amendment to Policy 3.36 Academic Programs

Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring

Information

Scheduled Presenter(s):

Larry Litecky, Interim Vice Chancellor for Academic and Student Affairs

Mike López, Associate Vice Chancellor for Student Affairs

Leslie Mercer, Senior Associate Vice Chancellor for Research, Planning and Effectiveness

Outline of Key Points/Policy Issues:

- 2011 session law establishes education priorities for the Board of Trustees.
- College and university presidents were informed about this legislative language in a September 1, 2011 memo from Chancellor Steven Rosenstone.
- Academic program policy, Part 1. while reflective of legislation, has not included foundational language that specifically reflects legislation found in State Higher Education Objectives, Budget Priorities, Powers and Duties, Missions, Courses and Programs, and Education Priorities.
- Academic program policy, Part 5. annual academic program status report to the Board will include data and analysis of programs measured against program goals established by the Chancellor.
- Standard policy revision processes were followed.

Background Information:

New language, Laws of Minnesota 2011, 1st Special Session, Art. 1, Ch. 5, Sec. 4, Subd. 5, establishes education priorities for the Board of Trustees. This new language reinforces and extends prior Minnesota statutes from chapters 135A and 136F.

135A.011 State Higher Education Objectives

135A.034 Budget Priorities

136F.06 Powers and Duties

136F.05 Missions

136F.30 Courses and Programs

Cite policy requirement, or explain why item is on the Board agenda:

Policy amendments require Board action.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION

**Proposed Amendment to Policy 3.36 Academic Programs
2nd Reading**

INTRODUCTION

State law, which was passed during the 2011 special legislative session, directs that:

Subd. 5. Education Priorities

The Board of Trustees, in fulfilling the requirements of Minnesota Statutes, section 136F.06, by making reductions, approving programs of study, establishing requirements for completion of programs, and approving course offerings and requirements for credentials, must place the highest priority on meeting the needs of Minnesota employers for a skilled workforce. The board must focus on the efficient delivery of higher education, eliminate duplication throughout the system, and streamline the operation of the system to provide an education that prepares students for the workforce needs of Minnesota.

Laws of Minnesota 2011, 1st Special Session, Art. 1, Ch. 5, Sec. 4, Subd. 5.

Initial responses to this law include a letter sent September 1, 2011 to college and university presidents and a proposal to modify Board of Trustee policy 3.36 – Academic Programs.

This agenda item proposes changes to policy 3.36 – Academic Programs Part 1. Purpose and Applicability and Part 5. Academic Program Approval. Academic program policy, while compliant with legislation, has not included language that reflects specific foundational legislation from several sections of Minnesota Statutes: State Higher Education Objectives, Budget Priorities, Powers and Duties, Missions, Courses and Programs, and Education Priorities.

Board of Trustees members, at the first reading of proposed policy amendments, requested additional changes to Parts 1 and 5. For the second reading in November, Board of Trustees members requested that Part 1 be amended to indicate desired characteristics for program graduates. For Part 5, Board of Trustee members reviewed amended language that requires goals to be set and adds detail to the content and preparation process for reports that are to be annually presented to the Board of Trustees.

BACKGROUND

The 2011 Minnesota law reinforces and extends language from Minnesota Statutes chapters 135A and 136F. Related sections are:

135A.011 STATE HIGHER EDUCATION OBJECTIVES.

Minnesota's higher education investment is made in pursuit of the following objectives: (1) to ensure quality by providing a level of excellence that is competitive on a national and international level, through high quality teaching, scholarship, and learning in a broad range of arts and sciences, technical education, and professional fields; (2) to foster student success by enabling and encouraging students to choose institutions and programs that are best suited for their talents and abilities, and to provide an educational climate that supports students in pursuing their goals and aspirations; (3) to promote democratic values and enhance Minnesota's quality of life by developing understanding and appreciation of a free and diverse society; (4) to maintain access by providing an opportunity for all Minnesotans, regardless of personal circumstances, to participate in higher education; and (5) to enhance the economy by assisting the state in being competitive in the world market, and to prepare a highly skilled and adaptable workforce that meets Minnesota's opportunities and needs.

135A.034 BUDGET PRIORITIES.

Subdivision 1. Operating budget.

The governing boards of the University of Minnesota, and the Minnesota State Colleges and Universities shall each develop, for legislative and executive branch acceptance, its highest budget priorities in accordance with statewide objectives for higher education under section 135A.011.

136F.06 POWERS AND DUTIES.

Subdivision 1. General authority.

The board shall possess all powers necessary to govern the state colleges and universities and all related property. Those powers shall include, but are not limited to, those enumerated in this section. The board shall prescribe conditions of admission, set tuition and fees, approve programs of study and requirements for completion of programs, approve the awarding of appropriate certificates, diplomas, and degrees, enter into contracts and other agreements, and adopt suitable policies for the institutions it governs. To the extent practicable in protecting statewide interests, the board shall provide autonomy to the campuses while holding them accountable for their decisions.

136F.05 MISSIONS.

The mission of the board is to provide programs of study that meet the needs of students for occupational, general, baccalaureate, and graduate education. The state universities, community colleges, and technical colleges shall have distinct missions as provided in section 135A.052, subdivision 1. Within that statutory definition and subject to the approval of the board, each community college, state university, and technical college may develop its own distinct campus mission. The board shall develop administrative arrangements that make possible the efficient use of the facilities and staff of the technical colleges, community colleges, and state universities for providing these several different programs of study, so that students may have the benefit of improved and broader course offerings, ease of transfer among schools and programs, integrated course credit, coordinated degree programs, and coordinated financial aid. In carrying out the merger of the three separate systems, the board shall control administrative costs by eliminating duplicative administrative positions and course offerings.

136F.30 COURSES AND PROGRAMS.

The board shall review and approve or disapprove campus proposals for adding, deleting, or substantially changing programs of study, including graduate and undergraduate academic programs, training in professional, semiprofessional, and technical fields, and adult education. The board shall avoid duplicate program offerings. The board may initiate activities to close programs. The board shall place a high priority on ensuring the transferability of credit.

CONSULTATION

Consultation for the proposed policy changes has occurred or will occur as follows:

- Reviewed at Academic & Student Affairs Policy Council – 9/22/2011, 11/10/2011
- Planned for review at Academic and Student Affairs Council –
- Reviewed at Academic and Student Affairs Leadership Council – 10/19/2011
- Review and comment mailing (30 day review period beginning on) – 10/4/2011
- Planned for review at the IFO Meet and Confer – 11/4/2011
- Planned for review at MSUAASF Meet and Confer – 11/28/2011
- Planned for review at MSCF Meet and Confer –

RECOMMENDED COMMITTEE ACTION

The Educational Policy Committee recommends that the Board of Trustees adopt the following motion:

RECOMMENDED MOTION

The Board of Trustees approves the amendment to Policy 3.36 Academic Programs.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION ITEM

**PROPOSED AMENDMENT TO
BOARD POLICY 3.36 ACADEMIC PROGRAMS**

Policy 3.36 Academic Programs

Part 1. Purpose and Applicability. The purpose of the Academic Programs policy is to direct ~~system~~ decision-making regarding the development, approval and management of credit-based academic programs.

The academic programs of the Minnesota State Colleges and Universities should prepare graduates for work, life, and citizenship. Academic programs should create graduates who are creative, innovative, and able to respond with agility to new ideas, new technologies, and new global relationships. Graduates should be able to lead their professions and adapt to the multiple careers they will have over their lifetimes. Graduates should have the ability to think independently and critically; be able to resourcefully apply knowledge to new problems; proactively expect the unexpected, embrace change and be comfortable with ambiguity; and be able to communicate and work effectively across cultural and geographic boundaries.

In order to meet Minnesota's educational needs, the Minnesota State Colleges and Universities shall endeavor to:

1. Ensure quality and excellence that is competitive on a national and international level in meeting the needs of students for occupational, general, undergraduate, and graduate education;
2. Facilitate ease of transfer among schools and programs, integrate course credit, and coordinate degree programs;
3. Give highest priority to meeting the needs of Minnesota employers for a highly skilled and adaptable workforce;
4. Enhance Minnesota's quality of life by developing understanding and appreciation of a free and diverse society; and
5. Eliminate unnecessary duplication and achieve efficient and streamlined operations.

~~This policy applies to credit based academic programs of system colleges and universities.~~

Part 2. Definitions. The following definitions have the meanings indicated for all Board policies unless the text clearly indicates otherwise.

Subpart A. Academic award. Academic award means a certificate, diploma or degree.

1 **Subpart B. Academic program.** Academic program means a cohesive arrangement of college-
2 level credit courses and experiences designed to accomplish predetermined objectives leading to
3 the awarding of a degree, diploma, or certificate. Undergraduate degree programs shall include a
4 general education component. The purpose of an academic program is to:

- 5 1. increase students' knowledge and understanding in a field of study or discipline,
- 6 2. qualify students for employment in an occupation or range of occupations, and/or
- 7 3. prepare students for advanced study.

8
9 **Subpart C. Academic program inventory.** Academic program inventory means the official list
10 of academic programs offered by system colleges and universities.

11
12 **Subpart D. Credit.** Credit means a quantitative measure of instructional time assigned to a
13 course or an equivalent learning experience such as class time per week over an academic term.

14
15 **Subpart E. General education.** General education means a cohesive curriculum defined by
16 faculty through system college or university procedures to develop reasoning ability and breadth
17 of knowledge through an integration of learning experiences in the liberal arts and sciences.

18 19 **Part 3. Authorized Academic Awards.**

20
21 **Subpart A. System college and university award authority.** System colleges and universities
22 have authority to confer academic awards only as specified below.

- 23
24 1. **Community colleges.** Community colleges have the authority to confer undergraduate
25 certificates, diplomas, associate in arts, associate in fine arts, associate in science, and
26 associate in applied science degrees.
- 27
28 2. **Consolidated colleges.** Consolidated colleges have the authority to confer undergraduate
29 certificates, diplomas, associate in arts, associate in fine arts, associate in science, and
30 associate in applied science degrees.
- 31
32 3. **Technical colleges.** Technical colleges have the authority to confer undergraduate
33 certificates, diplomas, associate in science, and associate in applied science degrees.
- 34
35 4. **Universities.** Universities have the authority to confer undergraduate and graduate
36 certificates and associate in arts, associate in fine arts, associate in science, baccalaureate,
37 and graduate degrees.

38
39 Approval by the Board of Trustees is required for a system college or university to confer an
40 academic award type for which specific authority is not granted in this policy.

41 **Subpart B. Academic award characteristics.** The chancellor shall specify the characteristics
42 of academic awards.

43
44 **Subpart C. Academic program credit length limits.** Academic programs that lead to an
45 associate degree shall be limited to 60 credits and academic programs that lead to a baccalaureate
46 degree shall be limited to 120 credits unless the chancellor grants a waiver based on industry or
47 professional accreditation standards that require a greater number of credits.

48
49 The chancellor shall set program credit length requirements and waiver criteria for undergraduate
50 certificates, diplomas and graduate level awards.

51
52 **Part 4. Authority to Establish Academic Program Locations.** Approval of the chancellor is required
53 for establishment of a location at which an academic program may be offered.

1 **Part 5. Academic Program Approval.** Approval of the chancellor is required for new academic
2 programs, changes to existing academic programs, suspension of academic programs, and closure of
3 academic programs at system colleges and universities.
4

5 An approved academic program shall include curricular requirements for earning an academic award,
6 such as credits in general education, a major and/or minor, and all prerequisite courses. The chancellor
7 shall maintain the academic program inventory and annually report to the Board of Trustees on the status
8 of the inventory. The annual report to the Board will include data and analysis of programs measured
9 against program goals established by the Chancellor. The goals will be based on aligning program
10 offerings to workforce needs statewide, regionally and locally in collaboration with the Department of
11 Employment and Economic Development and the Governor’s Workforce Development Council
12 (GWDC), and including data from the State Demographer. Only academic programs approved by the
13 chancellor as recorded in the academic program inventory may be offered by system colleges and
14 universities.
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16 **Part 6. Student Options when Academic Programs are Suspended, Closed, or Changed.** A system
17 college or university shall provide a student admitted to an academic program an opportunity, consistent
18 with system college or university policy, to complete the academic program when it is suspended or
19 closed or when the requirements have changed.
20

21 **Part 7. Academic Review.** Each system college and university shall regularly review its academic
22 programs for the purpose of academic planning and improvement.
23

24 Each system college and university shall submit an annual summary of its academic program review
25 activity to the chancellor.
26

27 The chancellor, as appropriate, may conduct statewide or regional reviews of academic programs or
28 program clusters, report findings to the Board of Trustees and, when necessary, impose conditions on
29 academic programs.

POLICY CONTENT FORMAT:

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be eliminated.