

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
Agenda Item Summary Sheet**

**Name:** Academic and Student Affairs Committee

**Date:** March 19, 2014

**Title:** Proposed Amendment to Board Policy 3.36 Academic Programs (Second Reading)

**Purpose (check one):**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Proposed<br>New Policy or<br>Amendment to<br>Existing Policy | <input type="checkbox"/> Approvals<br>Required by<br>Policy | <input type="checkbox"/> Other<br>Approvals |
| <input type="checkbox"/> Monitoring /<br>Compliance  | <input type="checkbox"/> Information                        |   |

**Brief Description:**

Two changes are proposed for policy 3.36 – Academic Programs:

- Part 2 – revise the definition of credit and
- Part 7 – delete language regarding annual academic program review summary reports to the chancellor

A revised definition of credit will place less emphasis on instructional time and incorporate new language on student learning outcomes.

Deletion of a requirement to annually report a summary of academic program reviews to the chancellor will reduce reporting burden on colleges and universities. A requirement for colleges and universities to regularly review programs will continue without change.

**Scheduled Presenter(s):**

Mike López, Associate Vice Chancellor for Student Affairs

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

**BOARD INFORMATION ITEM**

**PROPOSED AMENDMENT TO BOARD POLICY  
3.36 ACADEMIC PROGRAMS (SECOND READING)**

**BACKGROUND**

Two readings and Board of Trustees approval are required for adoption of new and revised policy language.

Development of proposed policy language includes prior review by the Academic and Student Affairs Policy Council as well as meet and confer sessions with the Inter Faculty Organization, Minnesota State Colleges Faculty and Minnesota State University Association of Administrative and Services Faculty.

Two changes are proposed for 3.36 – Academic Programs policy: Part 2 – revise the definition of credit and Part 7 – delete language regarding annual academic program review summary reports to the chancellor.

**RECOMMENDED COMMITTEE ACTION**

The Academic and Student Affairs Committee recommends the Board of Trustees adopt the following motion:

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

**RECOMMENDED MOTION**

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

*Date Presented to the Board of Trustees: March 19, 2014*

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

<b>BOARD POLICY</b>
Chapter #3 Educational Policies
Section #36 Academic Programs

1 **3.36 Academic Programs**  
2

3 **Part 1. Purpose and Applicability.** The purpose of the Academic Programs policy is to direct  
4 decision-making regarding the development, approval and management of credit-based academic  
5 programs.  
6

7 The academic programs of the Minnesota State Colleges and Universities should prepare  
8 graduates for work, life, and citizenship. Academic programs should create graduates who are  
9 creative, innovative, and able to respond with agility to new ideas, new technologies, and new  
10 global relationships. Graduates should be able to lead their professions and adapt to the multiple  
11 careers they will have over their lifetimes. Graduates should have the ability to think  
12 independently and critically; be able to resourcefully apply knowledge to new problems;  
13 proactively expect the unexpected, embrace change and be comfortable with ambiguity; and be  
14 able to communicate and work effectively across cultural and geographic boundaries.  
15

16 In order to meet Minnesota’s educational needs, the Minnesota State Colleges and Universities  
17 shall endeavor to:  
18

- 19 1. Ensure quality and excellence that is competitive on a national and international level in  
20 meeting the needs of students for occupational, general, undergraduate, and graduate  
21 education;
- 22 2. Facilitate ease of transfer among schools and programs, integrate course credit, and  
23 coordinate degree programs;
- 24 3. Give highest priority to meeting the needs of Minnesota employers for a highly skilled  
25 and adaptable workforce;
- 26 4. Enhance Minnesota’s quality of life by developing understanding and appreciation of a  
27 free and diverse society; and
- 28 5. Eliminate unnecessary duplication and achieve efficient and streamlined operations.  
29

30 **Part 2. Definitions.** The following definitions have the meanings indicated for all Board  
31 policies unless the text clearly indicates otherwise.  
32

33 **Subpart A. Academic award.** Academic award means a certificate, diploma or degree.  
34

35 **Subpart B. Academic program.** Academic program means a cohesive arrangement of  
36 college-level credit courses and experiences designed to accomplish predetermined  
37 objectives leading to the awarding of a degree, diploma, or certificate. Undergraduate degree

1 programs shall include a general education component. The purpose of an academic program  
2 is to:

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

6  
7 **Subpart C. Academic program inventory.** Academic program inventory means the  
8 official list of academic programs offered by system colleges and universities.

9  
10 **Subpart D. Credit.** Credit means a quantitative measure of ~~instructional time~~ assigned to a  
11 system college or university course offering or an equivalent learning experience ~~such as~~  
12 class time per week over an academic term that takes into consideration achieved student  
13 learning outcomes and instructional time.

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  
17 breadth of knowledge through an integration of learning experiences in the liberal arts and  
18 sciences.

### 19 20 **Part 3. Authorized Academic Awards.**

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

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

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

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

1       **Subpart C. Academic program credit length limits.** Academic programs that lead to an  
2       associate degree shall be limited to 60 credits and academic programs that lead to a  
3       baccalaureate degree shall be limited to 120 credits unless the chancellor grants a waiver  
4       based on industry or professional accreditation standards that require a greater number of  
5       credits.  
6

7       The chancellor shall set program credit length requirements and waiver criteria for  
8       undergraduate certificates, diplomas and graduate level awards.  
9

10      **Part 4. Authority to Establish Academic Program Locations.** Approval of the chancellor is  
11      required for establishment of a location at which an academic program may be offered.  
12

13      **Part 5. Academic Program Approval.** Approval of the chancellor is required for new  
14      academic programs, changes to existing academic programs, suspension of academic programs,  
15      and closure of academic programs at system colleges and universities.  
16

17      An approved academic program shall include curricular requirements for earning an academic  
18      award, such as credits in general education, a major and/or minor, and all prerequisite courses.  
19      The chancellor shall maintain the academic program inventory and annually report to the Board  
20      of Trustees on the status of the inventory. The annual report to the Board will include data and  
21      analysis of programs measured against program goals established by the Chancellor. The goals  
22      will be based on aligning program offerings to workforce needs statewide, regionally and locally  
23      in collaboration with the Department of Employment and Economic Development and the  
24      Governor's Workforce Development Council (GWDC), and including data from the State  
25      Demographer. Only academic programs approved by the chancellor as recorded in the academic  
26      program inventory may be offered by system colleges and universities.  
27

28      **Part 6. Student Options when Academic Programs are Suspended, Closed, or Changed.** A  
29      system college or university shall provide a student admitted to an academic program an  
30      opportunity, consistent with system college or university policy, to complete the academic  
31      program when it is suspended or closed or when the requirements have changed.  
32

33      **Part 7. Academic Review.** Each system college and university shall regularly review its  
34      academic programs for the purpose of academic planning and improvement.  
35      ~~Each system college and university shall submit an annual summary of its academic program~~  
36      ~~review activity to the chancellor.~~  
37

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

*Date of Adoption: 6/20/07,  
Date of Implementation: 8/01/07,*

*Date & Subject of Revisions:  
11/16/11 - Amends Part 1 to include foundational language that specifically reflects legislation found in State  
Higher Education Objectives, Budget Priorities, Powers and Duties, Missions, Courses and Programs, and*

*Education Priorities. Amends Part 5 to require that the annual academic program status report to the Board include data and analysis of programs measured against program goals established by the Chancellor.*

*1/21/09 - Amends Part 2, Subp. B to require undergraduate degree programs to include a general education component. Adds Part 3, Subp C, Academic Program Credit Length Limits.*

*6/20/07 - Repealed the following policies:*

*3.2 - Academic Program Inventory*

*3.10 - Academic Program Review*

*3.12 - Academic Program Suspension and Reinstatement and Closure*

*3.14 - Academic Program Approval*

*Procedure 3.14.1 - Addressing Transfer in Approval of New Programs*

*3.17 - Degrees, Diplomas and Certificates*

*Procedure 3.17.1 - Degrees, Diplomas and Certificates*

*3.19 - Academic Program Redesign.*

*3.20 - Academic Program Replication or Relocation.*

*3.25 - Degree Granting Authority.*