

# ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 4200**

**Program Review; Procedure**

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## **BOARD POLICY**

Existing programs shall be reviewed on a regular basis by each College. Such review shall be for the purpose of determining the quality and effectiveness of each program, the efficiency with which each is delivered, and for the purpose of avoiding unnecessary duplication. Such review shall be consistent with state statutes and shall contain both qualitative and quantitative measures representative of sound academic practices. The review process provides for evaluation of each academic program once every seven (7) years and is primarily a self-study conducted at the department, school and college levels. Although designed to assist in program improvement to enhance program quality and promote attainment of educational goals, the review is also useful in planning and assuring efficient use of resources.

## **PROCEDURE**

Review criteria for existing instructional programs shall include the following elements which are consistent with the review requirements of the Coordinating Commission for Postsecondary Education (CCPE):

1. Curriculum
  - a. List of minors, options, and endorsements offered within the major
  - b. Definition and number of hours required for program completion according to Board Policy 4140
  - c. Description of course capstone experienced
  - d. Program assessment findings
  - e. Distance learning opportunities
2. Centrality to the role and mission of the College;
3. Consistency with the Nebraska State-wide Comprehensive Plan;
4. Consistency with the Nebraska State College System Strategic Plan;
5. Objective evidence of need and demand;
6. Adequacy of available and anticipated resources to support the program, such as:
  - a. Faculty and faculty-related resources;
  - b. Library resources;
  - c. Physical facilities and instructional equipment; and
  - d. Fiscal resources and costs.
7. Program quality and student success, including:
  - a. Number of graduates (5 years);
  - b. Headcount (5 years);
  - c. Student credit hour production (5 years);
  - d. Student credit hour per FTE (5 years); and
  - e. Estimated program capacity.
8. Specific actions and strategies to improve recruitment and retention; student financial aid; and transfer of credit;
9. Accreditation;
10. Career follow-up information, including employment statistics and students pursuing advanced study;
11. Service to non-majors; and
12. Any additional information to assist the Board in determining the quality and effectiveness, efficiency, and non-duplicative aspects of each program.

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Each College shall perform the review according to the criteria outlined above and shall submit the results to the Board for its review along with supporting documentation and a recommendation for each program reviewed as to whether or not the program meets or does not meet the following criteria:

- a. Consistency with the College's role and mission;
- b. Consistency with the State-wide Comprehensive Plan;
- c. Consistency with the Nebraska State College System Strategic Plan;
- d. Has sufficient institutional resources to support the program;
- e. Meets or exceeds the threshold requirements established by the CCPE; and
- f. Is of sufficient quality.

In the event a program does not meet all of the above mentioned criteria, the College shall provide the Board with recommendations for terminating the program or a plan for taking corrective action which will improve and justify continuance of the program.

Legal Reference: RRS 85-1414

Programs; capital construction projects; review; commission, public institution, and governing boards; duties

Policy Adopted: 3/6/85

Policy Revised: 6/5/93

Policy Revised: 1/12/10