

New Academic Program Planning at NC State University (Effective September 1, 2012)

To be globally competitive, NC State must attract the world's best undergraduate and graduate students and provide them with cutting-edge education that prepares them for leadership roles in a complex global society. Effective academic planning is essential for achieving this goal.

In order to meet the criteria for effective academic program planning at NC State, the Council of Deans will be charged with the ultimate responsibility of recommending to the Provost those new program proposals (both on-campus and distance education) that should be further developed through the existing planning and approval process and for making recommendations relative to planning priority as requested by UNC-GA.

Process for requesting authorization to plan and prioritization of new degree programs will include:

Approval to plan a new academic program will be obtained from the Provost upon recommendation of the Council of Deans (see Figure 1). The program director/program faculty will prepare a Request for Authorization to Plan (UNC-GA Appendix A) and a 1-page concept paper addressing the seven guiding principles outlined below. **Prior to beginning preparation of the required documentation, please contact the Graduate School (George Hodge at george_hodge@ncsu.edu) or Division of Academic & Student Affairs (Barbara Kirby at barbara_kirby@ncsu.edu) to obtain the most current electronic copy of Appendix A and an assigned proposal tracking number.** Once completed, the documents are to be submitted to the appropriate College(s) for review. Upon approval at the College level the documents will be submitted to the Office of the Provost (Retta Clemons at retta_clemons@ncsu.edu) for inclusion on the agenda for the next regularly scheduled academic program planning session of the Council of Deans. The Lead Dean(s) will present the proposed academic program to the Council of Deans who will then make a recommendation to the Provost. The Provost will then make a final decision and communicate that decision to the program faculty.

Planning documents received in the Office of the Provost on or before September 1st* will be evaluated during the second Council of Deans meeting in September and those received on or before February 1st being evaluated during the second Council of Deans meeting in February. ***(Note: For Fall 2012 only this will be delayed to October 1, 2012)**

The recent practice at UNC-GA has been to ask the campus to prioritize requests for new degree programs. In addition to evaluating requests for authorization to plan during the September and February Council of Deans meeting, the Council will also recommend to the Provost the University's priorities relative to new degree programs. It is important to recognize that: 1) this is advisory to the Provost, 2) the priority may change as new programs are proposed and/or approved by UNC-GA, and 3) this priority ranking is advisory to UNC-GA and may or may not dictate planning at the UNC-Board of Governors level.

Guiding principles to be used to inform development and prioritization of new degree programs

- Consistent with our mission and niche in the UNC-GA system.
- Relates to areas identified through the strategic planning process or will establish novel areas of inquiry in which the campus can quickly achieve national prominence

- Is broad, inter- or multi-disciplinary, and allows for multiple specializations to be created or eliminated as needed
- Leverages existing programs and/or leads to elimination of smaller, narrower degrees
- Builds on existing capacity as evidenced by a body of faculty active in the area of scholarship (shown by grants, publications, successful collaborations, etc.)
- Values doctoral and master's over baccalaureate programs (doctoral>master's>baccalaureate)
- Is economically sustainable; preference will be given for reassignment of existing resources (or long-term external funding, such as endowment) over those with short-term funding (e.g., grants of a finite duration) or those relying on enrollment increase funding. **Note:** Current UNC-GA guidelines require new program proposals to include a funding plan that does not rely on guaranteed enrollment increase funding for implementation.

Proposals approved for planning will be returned to the proposing program director/program faculty for routing through the current academic program approval process.

Once on-campus approval (including the BOT) has been obtained, the Request for Authorization to Plan (UNC-GA Appendix A) will then be transmitted to UNC-General Administration for approval and authorization to plan. Once UNC-GA grants approval to plan, a Request for Authorization to Establish (Appendix C) will be completed and routed through the existing approval process (including the BOT) prior to submission to UNC-GA. **Note:** Current UNC-GA guidelines indicate this submission must take place within 4 months of UNC-GA granting authorization to plan.

Final Note: This planning and prioritization procedure is for all **new** on-campus and distance education programs. The conversion of existing programs (currently authorized by UNC-GA for on-campus delivery) to distance education (offered either by technology or at a remote site) requires completion of UNC-GA Appendix F and Appendix G and should be done following existing Division of Academic and Student Affairs (undergraduate) and Graduate School (graduate) procedures.

Figure 1. New Academic Program Planning Process (Effective September 1, 2012)

