UNIVERSITY OF SOUTH FLORIDA

POLICY ON AUTHORIZATION OF NEW DEGREE PROGRAMS

I. Introduction (Purpose and Intent)

The University of South Florida Board of Trustees (USF BOT) has the responsibility and authority to approve for implementation new degree programs at the bachelor’s, master’s, advanced master’s, and specialist level in accordance with BOG Regulation 6C-8.011 (3) and (6).

The Florida Board of Governors has the authority to approve for implementation new professional and research doctoral degree programs. The USF BOT must approve new professional and research doctoral degree programs for submission to the Board of Governors for authorization, in accordance with the criteria outlined in BOG Regulation 6C-8011(3).

II. Statement of Policy

A degree program is defined as an organized curriculum leading to a college degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by assignment of a Classification of Instructional Programs (CIP) code by the National Center for Educational Statistics, or as demonstrated by similar programs existing at other colleges and universities, and having designated faculty and instructional resources. Each degree program will be assigned a CIP code and included in the State University System Academic Degree Program Inventory.

The University will develop, in conjunction with its strategic plan, a list of degree programs that will be explored for implementation over the period covered by the USF strategic plan and the Board of Governors’ State University System Strategic Plan. Annually, a list of degree programs to be explored for implementation over each academic year will be presented by the Dean of the Graduate School and the Dean of Undergraduate Studies to the Academic Affairs Management Council at that Council’s first meeting of the academic year.

All proposals for new degree programs (Bachelor’s, Master’s, Advanced Master’s, Specialist, and Professional and Research Doctoral Programs) will be advanced to the full USF Board of Trustees through the BOT Work Group on Academics and Campus Environment (ACE). Proposals submitted for consideration by the BOT/ACE Work Group on behalf of the BOT must meet the criteria listed in Florida Board of Governors’ Regulation 6C-8.011.

Prior to consideration by the BOT/ACE Work Group, all proposals will be reviewed and approved by the appropriate committees at the department, college, campus/institution (as appropriate), and University level. All proposals for new professional and doctoral degree programs will undergo a formal written review by a qualified external consultant prior to consideration of the proposal by the Board of Trustees.
All new degree program proposals will be prepared in accordance with the common state university system new degree proposal format, following the USF Procedures for Authorization of New Degree Programs. Both of these resources are available on the web site of the Office of the Provost and Senior Vice President.

Approval of Independent Degree Programs at Regional Campuses and Off-Campus Sites

The USF BOT must approve the implementation of complete or substantially complete degree programs (i.e. those having designated faculty lines with independent curricula decision making authority, designated facilities and instructional resources, and a designated student body) at a regional campus or other subsidiary instructional location. Such approval is required regardless of whether the university already has authority to offer the degree program.

Each such program must meet the new degree program approval criteria in Florida Board of Governors’ Regulation 6C-8.011, and the approval process is the same as that prescribed above for new degree program authorization at USF.

This requirement does not apply to programs that share faculty and students between and among campuses and/or instructional locations.

Requirement for Legislative Approval

In accordance with Section 1004.03, F.S., any request for authorization to plan a new college, school, or functional equivalent of a program leading to a degree offered as a credential for a specific license granted under the Florida Statutes or the State Constitution must be approved by the Legislature before final implementation of the program. The BOG Office of Academic and Student Affairs will assist the University in determining if such approval is needed and it is expected that the University will seek approval during the legislative session following final approval by all appropriate State University System boards.