MEMORANDUM

DATE: September 27, 2010

TO: UNC Chief Academic Officers

FROM: Alan Mabe
       Jim Sadler

SUBJECT: Academic Degree Program Review (2010)

The 1993 Session of the North Carolina General Assembly passed legislation to implement a Government Performance Audit Committee's recommendations for a review of all academic degree programs in the University of North Carolina. Chapter 407, Section 1 of Senate Bill 393, 1993 Session Laws (GPAC/UNC Review Plan) mandates the following actions:

Section 1. The Board of Governors of the University of North Carolina shall review all academic degree programs and research and public service activities to identify those programs and activities that are of low productivity or low priority, or are unnecessarily redundant. The Board shall develop specific criteria for these reviews, and shall develop a process to review academic degree program productivity biennially. The Board's review shall emphasize identification of processes and resources to strengthen programs that are or can reasonably be made productive. With regard to those programs that are not and cannot be made productive, if any, the Board shall consider eliminating those programs in a manner that does not negatively impact upon the availability of educational opportunities for North Carolina citizens. In making its determination, the Board shall give consideration to the value of maintaining racial and geographic diversity and to assuring reasonable access for students who live off campus.

The act also amended Section 2, General Statutes 116-11(3), which outlines the Board of Governors' responsibilities with respect to academic programs and degrees awarded, by adding the following provision:

The Board shall review the productivity of academic degree programs every two years, using criteria specifically developed to determine program productivity.

Reviews of academic programs were conducted in 1995, 1997, 1999, 2001, 2003, 2005, and 2008 applying criteria and guidelines developed by the Board of Governors’ Committee on Educational Planning, Policies, and Programs. These instructions are for the eighth biennial review.
I. Low Productivity Guidelines and Criteria

- Bachelor's degree programs: the number of degrees awarded in the last two years is 19 or fewer—unless upper division enrollment in the most recent year exceeds 25, or degrees awarded in the most recent year exceed 10.
- Master's degrees: the number of degrees awarded in the last two years is 15 or fewer—unless enrollment in the most recent year exceeds 22, or degrees awarded exceed 9. Ed.S. and CAS programs: the number of certificates awarded in the last two years is 15 or fewer—unless enrollment in the most recent year exceeds 9.
- Doctoral degree programs: the number of degrees awarded in the last two years is 5 or fewer—unless enrollment in the most recent year exceeds 18, or the number of degrees awarded in the most recent year exceeds 2.
- First professional degree programs (medicine, dentistry, veterinary medicine, pharmacy and law): The number of degrees awarded in the last two years is 30 or fewer—unless enrollment in the most recent year exceeds 30, or the number of degrees awarded in the most recent year exceeds 15.

Programs from your institution that meet the guidelines and are initially considered low productive are listed in Attachment #2. There may be other degree programs not listed that you may choose to review with respect to productivity, institutional priorities, and unnecessary duplication. (Note: Although low productivity criteria are not established for certificate programs, certificate programs with low enrollments are identified in Attachment 2 for your information. They do not require a response.)

II. Degree Program Data

This analysis uses the CIP classification system. The data in the attached list show upper division majors enrolled in the degree program (not the number of students enrolled in courses) and the number of degrees conferred over the past four years. Please note that the count of majors is taken as of the institution's fall census date, while the count of degrees conferred covers the year starting on July 1 and ending June 30. Students who are not officially enrolled in a degree program are not included. For undergraduate degrees, this analysis includes all upper division majors including double majors. A major will be counted in each program in which the student is recorded as a major. The data for this review are drawn from your institution’s Student Data files submitted to UNC-GA. The data include both on-campus and distance learning enrollments and graduates.

III. Programs Subject to UNC Program Review 2010

The number of bachelors, masters, intermediate, first professional and doctoral programs that fall below the low productivity criteria for this biennial review totals 281 (compared to 266 in the 2008 review). At the undergraduate level, the Board of Governors recognizes the importance of a basic core of academic disciplines which each constituent institution (except the UNC School of the Arts) is
expected to offer in the fine arts, humanities, mathematics, computer science, sciences and social sciences. Nevertheless, Chief Academic Officers are urged to give serious consideration to the implications of low enrollments and a small number of degrees conferred in these disciplines. Recently established programs that have not been in place long enough to attract sufficient enrollments and produce large numbers of graduates will not be subject to this review.

**Baccalaureate programs** subject to review are those degree programs that have been authorized to enroll students for eight years and that meet the low productivity criteria and guidelines. **Master’s and intermediate programs** eligible for review are terminal master’s degrees, Ed.S, and CAS programs that have been authorized to enroll students for six or more years.

At the **first professional level** (medicine, dentistry, veterinary medicine, pharmacy, and law), all programs that have been authorized to enroll students for eight or more years are eligible for review. **Doctoral degree programs** that have been authorized to enroll students for ten or more years are subject to review.

**IV. The Review Process 2010**

The **Guidelines and Form for Program Review and Evaluation** are included as **Attachment #1**. These reviews are due **December 15, 2010**. A review form should be submitted for each of the degree programs listed in **Attachment #2**. This review requires campuses to make a recommendation about a given program, i.e., whether it can be strengthened, whether it should be continued, whether it should be merged with another program, or whether it should be discontinued. The Senior Vice President for Academic Affairs, after consultation with the CAO’s and Academic Affairs staff, will be responsible for making a recommendation to the President and the Planning Committee of the Board of Governors. If issues remain, the Senior Vice President may require the campus to submit a status report on the program or may seek external review. Because it may be helpful to review programs within the context of your overall academic program inventory, **Attachment #3** provides a list of all authorized degree programs for your campus. (Codes for Attachment 3: A = Active, N = New [recently established], D = Discontinued.)

For those programs the campus decides to recommend for discontinuation, please use Appendix D (400.1.1.6[G]) which requests information regarding the consequences of discontinuation.

**V. Timetable for Completion of the Review**

- Submission of institutional review and recommendations concerning the programs reviewed to this office by **December 15, 2010**. A cover letter from the Chief Academic Officer should accompany the campus response.
- Review of institutional review and recommendations by the Office of the President in January 2011.
Presentation of the review and recommendations to the Board of Governors' Committee on Educational Planning, Policies, and Programs in February 2011.

If there are questions about the process or about programs listed on Attachment 2, please contact Jim Sadler, Associate Vice President for Academic Planning (919-962-3910, jcs@northcarolina.edu).

Attachment #1: Guidelines and Form for Review and Evaluation of Programs
Attachment #2: List of Programs Identified by the Productivity Criteria for Review
Attachment #3: Complete Campus Academic Program Inventory