**CONNECTICUT BOARD OF REGENTS FOR HIGHER EDUCATION**

**Connecticut State Colleges & Universities**

**Academic Programs Requiring Action by Board of Regents**

1. **New Programs**:

CSCU institutions must seek approval to establish an academic program that has not been previously approved by either the Board of Regents or one of its predecessor governing bodies. New programs are:

1. A new degree program
2. A new stand-alone certificate program that is Title IV eligible

Institutions shall seek approval of new degree and/or certificate programs either as *Licensure* or simultaneous *Licensure and Accreditation*:

1. *Licensure*, normally granted for a period of three years, authorizing the enrollment of students and their advancement toward the completion of degree requirements; or
2. *Licensure and Accreditation*, simultaneously authorizing the enrollment and award of credentials to students. The accreditation action is considered renewed with each regional accreditation of the institution. Simultaneous licensure and accreditation is generally sought for new degree and certificate programs that are closely related to a set of already existing programs and aligned with institutional strengths.

New degree programs are normally submitted for licensure only, to be accredited after three years. Certificates normally are licensed and accredited simultaneously.

1. **Modification of Accredited Program:**

A program modification is the substantive change to an academic program previously approved by either the Board of Regents or a predecessor. CSCU institutions must seek approval for the following instances as program modifications:

1. Creation of a new undergraduate certificate program of more than 30 course credit hours belonging to a previously approved baccalaureate major;
2. Creation of a new undergraduate certificate program of more than 30 course credit hours belonging to a previously approved associate degree program;
3. Creation of a new baccalaureate minor of more than 18 course credit hours;
4. Creation of a new undergraduate option or certificate program of more than 15 course credit hours not falling within a previously approved program;
5. Creation of a new graduate option or certificate program of more than 12 course credit hours not falling within a previously approved program;
6. Significant modifications in courses or course substitutions of more than 15 credits in a previously approved undergraduate degree program;
7. Significant modifications in courses or course substitutions of more than 12 credits in a previously approved graduate degree program;
8. Authorization for an approved program to be offered at an off-campus location or using an alternative modality (e.g. on ground to online); and
9. A change in the title of a degree or title of program

Modification below the thresholds of items a) through g) above may also require approval if the respective credential is required by existing state regulations for a licensed profession or work area.

1. **Accreditation of Licensed Program**

CSCU institutions must seek approval for the accreditation of a licensed program in a timely fashion – prior to the expiration of the initial three-year licensure period and/or the inaugural awarding of the program’s credential.

1. **Discontinuation of Existing Program**

CSCU institutions must seek approval to discontinue an existing academic program previously approved by either the Board of Regents or a predecessor. Program discontinuation consists of a *Phase Out* period during which time students in the program graduate and a *Termination Step* in which the program is taken off the official list of existing academic programs maintained by the Office of Higher Education (OHE). Program discontinuation should:

1. Occur in the context of a related academic improvement (e.g., the merging of programs with declining enrollments/completions into a new program that effectively addresses relevant state needs and students’ interest);
2. Emerge as a result of the periodic Academic Program Review process at the institution in compliance with existing Board of Regents policy and procedures;
3. Other institutional considerations such as redirecting capacity, adoption of a new mission, strategic planning, etc.

Program discontinuation should not impact state priorities for workforce preparation.

1. **Suspension of Existing Program**

CSCU institutions must seek approval to suspend an existing academic program previously approved by either the Board of Regents or a predecessor. The application for a suspension requires a rationale for the suspension and follow-up plans. Program suspension consists of a Phase Out/Teach Out period during which time the institution ensures that students currently enrolled will be provided opportunities to complete the program and a projection as to when the program is to be reinstated or deleted.

**Academic Programs that are Information Item Only**

The following non-substantive instances require that CSCU institutions submit a Below-Threshold New Academic Offering Information Report Form to the CSCU System Office of the Provost for inclusion in the agendas of the CSCU Academic Council, the Board of Regents’ Academic and Student Affairs Committee and the Board of Regents as an information item. These instances do not require a Board resolution:

1. New degree options or certificate programs not classified in the categories requiring Board of Regents action; i.e.:
2. An undergraduate degree option or certificate of 30 course credit hours or fewer that falls within an approved program;
3. A new undergraduate option or certificate program of 15 or fewer course credit hours;
4. A new graduate option or certificate program of 12 or fewer course credit hours
5. Programs that do not qualify students to become eligible for federal student financial aid.