

POLICY CONCEPT FORM

Name and UO Title/Affiliation:	Angela Wilhelms, University Secretary
Policy Title/# (if applicable):	Four Former OUS Policies: (i) Joint Campus Programs (For Graduate Students) (OUS 32) (ii) New Graduate Programs (External Review) (OUS 37) (iii) New Instructional Programs, Follow-Up (OUS 38) (iv) Curricular Allocations, Policies and Procedures (OUS 18)
Submitted on Behalf Of:	Office of the Provost and Academic Affairs; Graduate School
Responsible Executive Officer:	Office of Provost (Contact: Mariann Hyland)

SELECT ONE: New Policy Revision Repeal

Click the box to select

HAS THE OFFICE OF GENERAL COUNSEL REVIEWED THIS CONCEPT: Yes No

If yes, which attorney(s): Kevin Reed

GENERAL SUBJECT MATTER

Include the policy name and number of any existing policies associated with this concept.

There are four old OUS policies which the UO inherited as part of the governance transition. They are listed below and attached (numbers were assigned by us and are used in the UO policy library as OUS did not have a numbering system).

- (i) Joint Campus Programs (For Graduate Students) (OUS 32)
- (ii) New Graduate Programs (External Review) (OUS 37)
- (iii) **New Instructional Programs, Follow-Up (OUS 38)**
- (iv) Curricular Allocations, Policies and Procedures (OUS 18)

RELATED STATUTES, REGULATIONS, POLICIES, ETC.

List known statutes, regulations, policies (including unit level policies), or similar related to or impacted by the concept. Include hyperlinks where possible, excerpts when practical (e.g. a short statute), or attachments if necessary. Examples: statute that negates the need for or requires updates to an existing policy; unit level policy(ies) proposed for University-wide enactment; or existing policies used in a new, merged and updated policy.

Oregon Revised Statute 352.089(2) and related OARs covers the HECC's role in approving changes to academic programs. OARs most directly related to programs include chapters 583 and 589.

STATEMENT OF NEED

What does this concept accomplish and why is it necessary?

These policies are not necessary and should be repealed. They are hold-overs from the Oregon University System and are either completely irrelevant or cover material that is now articulated in statute, HECC rule, or HECC processes.

OUS 18: This policy references the State Board (which no longer exists) and the subject matter is now covered by ORS and the HECC.

OUS 37: This material is also now covered by the HECC. Ultimately, the graduate school would like to have clear language on the website, etc. about processes and requirements from accreditors, HECC, etc., but that is not a “policy”

OUS 38: Again, this is set by HECC (and not to mention this policy language is very outdated)

OUS 32: This program still exists, but the policy (44 years old) is not necessary. It does not reflect existing realities of the program and is more about OUS authorizing such partnerships. The Graduate School has moved to an MOU model, which it has done with PSU and will do with OSU to ensure a modern understanding.

AFFECTED PARTIES

Who is impacted by this change, and how?

NA – Since these subjects are all covered and managed elsewhere, no one is affected by the repeal of these policies. It doesn’t change current practices, rules, obligations, etc.

CONSULTED STAKEHOLDERS

Which offices/departments have reviewed your concept and are they confirmed as supportive? (Please do not provide a list of every individual consulted. Remain focused on stakeholders (e.g. ASUO, Office of the Provost, Registrar, Title IX Coordinator, etc.).)

Name	Office	Date
Mariann Hyland, Ron Bramhall	Academic Affairs	Multiple
Scott Pratt, Kellie Geldreich	Graduate School	Multiple
Harbaugh/Sinclair	University Senate	In Process

University of Oregon Policy Library

New Instructional Programs, Follow-Up

Last Updated: 04/21/2000

Effective Date: 12/21/1990

Responsible University Office And Contact Person

[Office of the Senior Vice President and Provost \(http://provost.uoregon.edu/\)](http://provost.uoregon.edu/)
[provost@uoregon.edu \(mailto:provost@uoregon.edu\)](mailto:provost@uoregon.edu)

Policy Statement:

Policy for External Review of New Graduate-Level Academic Programs

Each Oregon University System (OUS) institution requesting a new graduate-level professional or graduate degree program, or significant new option within an existing graduate degree program, must complete an external review of the proposed program. The purpose of the external review is to consider the proposed program in relation to the Board's four goals—quality, access, employability, and cost-effectiveness—and include evaluation that uses the criteria set forth in IMD 2.015(2) for review of new academic programs. These criteria are:

- The needs of Oregon for higher education and the state's capacity to respond effectively to social, economic, and environmental challenges and opportunities.
- Student demand that may not be met satisfactorily by existing programs.
- Program duplication is primarily of concern at the graduate and professional levels; therefore, a duplicated graduate or professional program must be specifically justified in terms of state's needs, demand, access, and cost-effectiveness.
- The resources necessary for the program are available within existing programs; have been identified within existing budgets and will be reallocated; or will be secured to meet

reasonable time lines for implementation, typically within a two-year limitation.

- The congruity of the proposed program with the campus mission and its strategic direction.
- Where appropriate and feasible, the program is a collaboration between two or more institutions that maximizes student access, academic productivity, and quality.

Guidelines for External Reviews

The External Review Panel

The external review process for a proposed new graduate-level degree program must include a site visit by a panel composed of three highly qualified individuals in the specific field/discipline of the proposed program. Although scholars and professionals from Oregon may be included, the majority of the panel members must be selected from peer institutions outside the state. Only under extraordinary circumstances may an individual from an Oregon University System institution serve on the panel.

The selection of the panel members shall be determined by the Vice Chancellor for Academic Affairs, in consultation with the institution, from a list of candidates provided by the proposing institution.

Institutional Responsibilities

Site Visit

Invitations to serve on the external review panel and to act as chair are extended by the institution. The institution will provide panel members with (1) the full written program proposal, (2) participating faculty vitae, (3) the projected budget, (4) other supporting or contextual materials, as needed, and (5) a site-visit schedule and itinerary, including all arrangements. All costs associated with the external review will be borne by the institution.

Report and Institution's Response

On the basis of its visit, review of materials, and panel members' expertise, the panel will make a written report for which guidelines are provided. After receipt of the panel's report, the institution may elect to withdraw the program proposal from further consideration and notify the Vice Chancellor for Academic Affairs that the external review panel has satisfied its charge.

If the institution wishes to proceed, the academic unit must respond, in writing, to the panel's recommendations and assessments. The revised program proposal, external review report, and any institutional responses will be submitted to the Vice Chancellor for Academic Affairs, for consideration by the Academic Council. Subsequently, the review and approval process set forth in IMD 2.015(3) for all new academic programs will be followed, including provision for an institution to submit for Board consideration a program proposal that does not have the support of the Academic Council or the Chancellor's Office.

External Review Panel Responsibility

The external review panel's primary task is to evaluate, not investigate. All data, information, documentation, and supporting material will be provided by the institution, thus enabling the panel to focus its efforts on the review.

The panel is responsible for preparing the final report in a timely manner. The report will be based primarily on the full panel's evaluation of the written program proposal and the information gathered during the site visit, and will address areas set forth in these guidelines. Once completed, the chair will send the report to the institution president or provost, and graduate dean; a copy will be provided to the academic unit that developed the program proposal.

Report Guidelines

The panel is asked to assess the program within both the present and projected-future contexts.

Program

Please assess:

1. The program objectives and requirements; the mechanisms for program administration and assessment.
2. The program's alignment with the institution's mission and strategic objectives.
3. The depth and breadth of coverage in terms of faculty availability and expertise, regular course offerings and directed study, and access to and use of support resources within and external to the institution.
4. The relationship of this program to undergraduate and other graduate programs at the

institution, and other institutions in the state, if appropriate. Consider collaborative arrangements, partnerships, interdisciplinary programs, service functions, joint research projects, support programs, etc.

5. The justification in terms of state needs, demand, access, and cost-effectiveness (if this program represents System duplication).
6. The probable impact of the program on the department or academic unit, as well as its effect on current programs.
7. The program's major strengths and weaknesses.

Faculty

Please assess:

1. The quality of the faculty in terms of training, experience, research, scholarly contributions, ability to generate external support, stature in the field, and qualifications to serve as graduate faculty.
2. The faculty in terms of size, qualifications for area(s) of specialization offered, and the student body served. Include analysis of program sustainability in light of such factors as upcoming retirements, etc.
3. Areas of faculty strength and weakness.
4. Faculty workload, including availability for student advising, research oversight, mentoring, and teaching effectiveness.
5. The credentials, involvement of, and reliance upon support faculty from other departments within the institutions, from other institutions, and/or adjunct faculty.

Need

Please assess:

1. The evidence that there is significant demand for this program.
2. The evidence of sufficient and relevant employment opportunities for graduates of this program.
3. The overall need for the program within the institution, the Oregon University System, state and/or region, and nation.

Resources

Please assess:

1. The adequacy of library, computer, laboratory, and other research facilities and equipment; offices; classrooms; and support services for the program; and, if relevant, the program's utilization of resources outside the institution (e.g., field sites, laboratories, museums, libraries, and cooperative arrangements with other institutions).
2. The proposed budget and any need for new resources to operate the program effectively. Where appropriate, review resources available to support graduate students (e.g., fellowships and other scholarships, teaching and research assistantships).
3. In terms of national standards, the institution's commitment to the program as demonstrated by the number of faculty relative to workload and student numbers, support for faculty by nonacademic personnel (e.g., support, staff, technicians), financial support for students, and funds for faculty research and professional activities (e.g., conferences, visiting lectures).
4. Institution leaders' commitment to this program in the long term.
5. The institution's ability to sustain the program in the foreseeable future along with its current and future projected commitments.

Cross Reference to Related Policies:

[Policy Document \(https://policies.uoregon.edu/sites/policies2.uoregon.edu/files/uploads/New%20Instructional%20Programs%20Followup%20Review%20of%20External%20Review.pdf\)](https://policies.uoregon.edu/sites/policies2.uoregon.edu/files/uploads/New%20Instructional%20Programs%20Followup%20Review%20of%20External%20Review.pdf)

Original Source:

OUS Board Policy

An equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act. This publication will be made available in accessible formats upon request.

Contact Us (/content/contact-us)

Office of the Secretary

P: 541-346-3166

uopolicy@uoregon.edu
(mailto:uopolicy@uoregon.edu)

POLICY ([HTTP://REGISTRAR.UOREGON.EDU/RECORDS-PRIVACY](http://REGISTRAR.UOREGON.EDU/RECORDS-PRIVACY)) ABOUT
([HTTP://UOREGON.EDU/ABOUT](http://UOREGON.EDU/ABOUT)) FIND PEOPLE ([HTTP://UOREGON.EDU/FINDPEOPLE/](http://UOREGON.EDU/FINDPEOPLE/))
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