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## 2.3.2 New Academic Programs

(Last Modified on August 25, 2016) [Report a broken link](#)

**SOURCES:**  
[BoR POLICY MANUAL 3.6.1, CREATION OF ACADEMIC PROGRAMS](#)

### New Degree Programs Overview

All proposals for new degree programs must be consistent with the college or university mission and must be high on the list of academic priorities as delineated in the institution's strategic plan. It is expected that the institution will have already planned for redirected internal resources toward support of the proposed program before asking for new resources centrally. Program proposals requesting new state funding should be forwarded to the Chancellor as a part of the annual budget request, which will be the only time program proposals requiring new state funds will be accepted for review.

The Office of Academic Affairs in the University System Office will review new proposals using the guidelines at the following URL: [http://www.usg.edu/academic\\_programs/new\\_programs/](http://www.usg.edu/academic_programs/new_programs/).

#### 2.3.2.1 Academic Program Forecast

*Added: February 2011; Revised November 2014; Revised July 2016*

An annual report should be forwarded electronically to the Office of Academic Programs presenting an academic program forecast of potential new programs. All programs included in the forecast should be consistent with the college or university mission and must be high on the list of academic priorities as delineated in the institution's strategic plan. This forecast should only include programs the institution definitely plans to implement. Institutions are required to include new programs, existing programs if planning to evolve to an online teaching format that will exceed 50% online. Future online programs should also be included. New programs that are not part of the most current forecast may be forwarded to the BOR; however, submitting programs not included in the academic program forecast must be justified.

The academic program forecast should be forwarded to the Office of Academic Programs using the [attached form](#).

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## 2.3.3 Deactivation and Termination of Academic Programs

(Last Modified on April 12, 2011) [Report a broken link](#)

**SOURCES:**  
[BoR POLICY MANUAL 3.6.2, TERMINATION OF ACADEMIC PROGRAMS](#)

When applied to educational programs, the terms "termination" and "discontinuation" refer to the same action. Termination means that the institution is no longer authorized to offer the program. Termination requires Board approval, and subsequent reinstatement must be handled as submission of a proposal for a new program.

When applied to educational programs, the terms "temporary suspension" and "deactivation," refer to the same action. Presidents can temporarily suspend a program for a period not to exceed two academic years, without obtaining Board approval, and may subsequently reinstate the program within that period.

However, the President of the institution should advise the Executive Vice Chancellor and Chief Academic Officer of the USG or the Assistant Vice Chancellor for Academic Programs of such actions. If the suspension has not been (or will not be) lifted (i.e., the program has not been reactivated) by the end of the second academic year, the president should take action to terminate the program. The institution's Office of Academic Affairs will submit a request to terminate an academic program with the following information:

- Termination date to coincide with the a regularly scheduled Board meeting
- Confirmation that no students are currently matriculating through the program or confirmation that any remaining students in the program have been appropriately advised and counseled concerning degree program options
- Confirmation that termination of the program will not have an adverse impact on tenured and non-tenured faculty or students
- Rationale for terminating the program
- Length of time that the program was in a deactivated status, if at all, before requesting action to terminate

A suspended program remains an authorized program at the institution, but new students are no longer permitted to enroll. Suspended programs should not be listed in the college catalog but will remain in the Degrees and Majors inventory of the Board with a notation that they are on a deactivated status.

For details and forms related to the deactivation and termination process, see