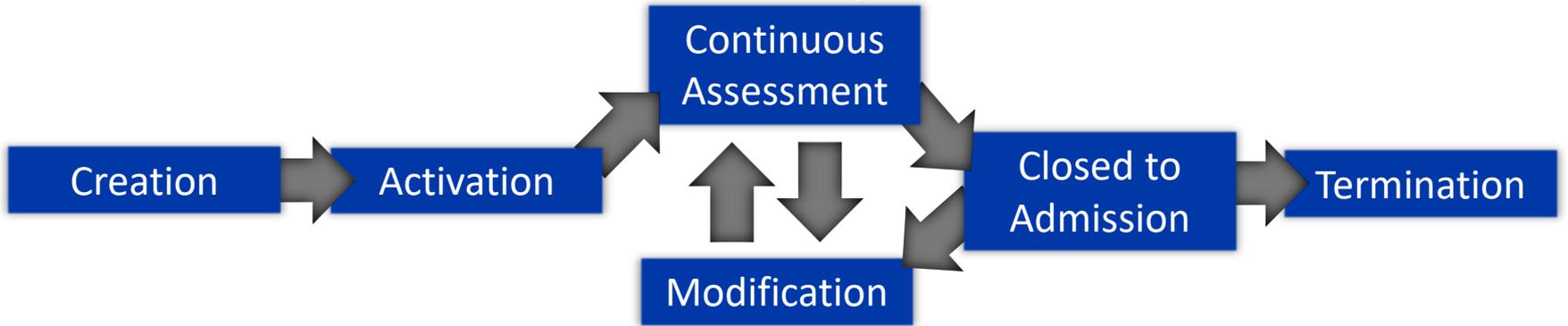# Academic Programs Updates

Laura Lynch
Associate Vice Chancellor for Academic Programs & Policy

RACEA and RACRA
April 22, 2025

Lifecycle of an Academic Program & Corresponding CAAP Statuses

Authorized, Not Yet Active	Active	No Corresponding Status	Deactivated	Terminated
Obtaining Other Approvals Hiring Faculty/Staff Developing Webpage	Program is open to Admission	Comprehensive Program Review Dates apply here	Only continuing students enrolled (strategic pause or being phased out) This is SACSCOC program closure	Institution is no longer authorized to offer this program (no students can enroll or graduate)

Effective Terms for Activation and Terminations

- Authorized, Not Yet Active
  - Are you ready to add to admissions application and/or change of major forms?
  - Has a webpage been created (perhaps not fully developed, but live)?
  - If both = YES, submit request!

- Termination:
  - Are there ZERO students enrolled?
  - Are you passed the readmit window for any previously enrolled students?
  - If both = YES, submit request!
  - If only the first is YES but you have a plan for any students who may re-enroll to change their major, you can submit the request.

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Effective Terms for Deactivations: Always a future term!

IDEAL SEQUENCING
1. Check if admissions application or change of major form is open for the proposed effective term. (Answer = No)
2. Submit Request to USG.
3. If USG approved, Submit Request to SACSCOC.
4. Remove from admissions application and/or change of major form when applicable.

From SACSCOC substantive change Policy and Procedures Manual:
Because closure approval is approval of the teach-out process, not the closure per se (i.e., not after the fact), a teach-out plan should be submitted as soon as possible after the decision is made to close.

No decision is made formally made until USG has approved.

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Effective Terms for Deactivations: Always a future term!

IDEAL SEQUENCING

1. Check if admissions application or change of major form is open for the proposed effective term. (Answer = No)
2. Submit Request to USG.
3. If USG approved, Submit Request to SACSCOC.
4. Remove from admissions application and/or change of major form when applicable.

IN OTHER CASES…

1. Check if admissions application or change of major form is open for the proposed effective term. (Answer = YES)
2. Remove from admissions application and/or change of major form.
3. Submit Request to USG.
4. If denied (postponed), undo #2.
5. If USG approved, Submit Request to SACSCOC.

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GDP versus CAAP

- Georgia Degrees Pay Program Search
  - Only shows active programs without certain attributes
  - E.g., no "fall-back masters"

- Catalog of Authorized Academic Programs
  - Shows all programs(active only filter can be adjusted)

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GDP Future Earning Tool

Use the dropdown menus below to select the major, program level, and college/university to see the salary associated with graduates of that major up to 10 years after graduation. The reset button near the bottom resets the selections to the default values. No results will appear if the selected program level and major are not offered at the institution or if there are fewer than 10 graduates represented. Be aware these results are also based on graduates of academic programs that existed at the time but may have since been discontinued. Consult institution websites for current offerings.

Select a College/University
College Of Coastal Georgia

⑦ USG Institutions by Type

Select a Program Level
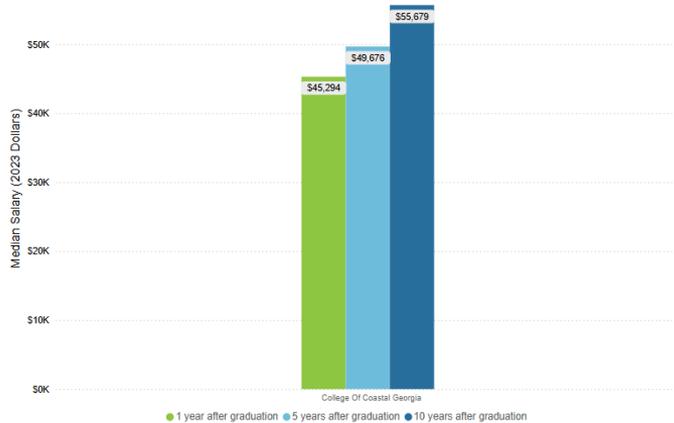Bachelor

Select a Major
Junior High/Intermediate/Middle School Edu...

↩ Reset

About the Data

Median Salary for Graduates Working in Georgia
The median salary for graduates completing a bachelor program in Junior High/Intermediate/Middle School Education and Teaching from College Of Coastal Georgia is $45,294 one year after graduation, $49,676 five years after graduation, and $55,679 ten years after graduation.

- This pulls BLS data by CIP Code
- Major names are CIP Code names corresponding to your institution's majors.

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GDP Academic Program Finder

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Current Big Projects

Credit Hour Refresh

- Review of Waivers to BOR Policy 3.8.1
- Institution Review for Uncommon Programs
- RAC involvement for common programs

Off-Campus Instructional Sites

- Definitions & Policies
- Forms
- Forthcoming Cleanup

Governor's Career Navigator

- Credential Registry
- Major long-term project with many stakeholders!

Articulation Data Project

- Georgia BEST working with institutions this summer
- Dashboard development next year

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Credit Hour Refresh Reviews

Three Program Groups:

- Common Programs for RACs to review

- Uncommon Programs without Specialized Accreditation

- Uncommon Programs with Specialized Accreditation

RAC Review	89
Athletic Training (Masters)	5
Counseling* (Masters)	16
Education* (Bach)	12
Engineering (Bach)	43
Public Health (Masters)	6
Social Work (Masters)	7
No Specialized Accreditation	31
Specialized Accreditation	94
Total Programs Outside Policy Limits	**214**

- Counseling = Done! State Law requires 60cr.

- Education = Only certain programs
  - Elementary/Special Ed Dual Certification
  - Middle Grades Education (Done = RAC recommended 120)

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Credit Hour Refresh Reviews

- Institutions reviewing "uncommon" programs where
  - Bachelors > 120
  - Masters > 36
  - Non-Health Associates > 60
  - Health Associates >70

Suggested Goal Deadlines (by and for Provosts)	Non-Special Accredited Programs	Special Accredited Programs
Require programs report to whomever will lead this effort at your institution as to whether they will be modifying curriculum or submitting a waiver request	Feb 3, 2025	April 3, 2025
Require programs take action to submit curriculum proposals or to submit the waiver requests through institutional channels	May 1, 2025	Oct 1, 2025

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Academic Proposals Submission Portal

This portal is organized by REQUEST TYPE. You can also view these forms by **APPROVAL TYPE**. Additional information and templates can be found at: https://www.usg.edu/academic_programs/academic_approvals.

For questions or if modifications/deletions are needed on submitted requests, contact Dr. Laura Lynch, Associate Vice Chancellor for Academic Programs and Policy, at laura.lynch@usg.edu or 1-404-962-3077.

Academic Programs

Timelines and Submission Logs for the forms below are available: New Programs, Program Modifications and Program Agreements, Existing Program Status Changes.

New Programs	Program Modifications	Existing Program Status Changes
New Degrees/Majors	Program Delivery/Location Change	Program Deactivation
New Certificates	General Modification (Name, CIP Code, Credit Hrs)	Program Reactivation (for Deactivated Programs)
Activation for Newly Authorized Program	Program Website Link Adjustment	Program Termination
	Creation/Dissolution of Joint/Dual Degrees	
	New/Renewed USG/TCSG Articulation Agreements	
	New Cooperative Academic Arrangements	

Special Projects

2025 Credit Hour Refresh Project - Waiver Request Form for programs without program modification

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Classifying Off-Campus Instructional Sites

(SACSCOC) Off-Campus Instructional Sites

Physical locations geographically *apart* from an institution's main campus, where instruction is delivered and student(s) are required to be there to receive instruction	Online

Institutional Sites

- Included in the facilities inventory
- Typically, owned or exclusively occupied
- Same database used in funding formula for state appropriations (i.e., "M&O" - Maintenance & Operations)

External Sites

- NOT included in the facilities inventory
- Typically, are spaces occupied non-exclusively, contractual, have a nominal cost, and/or are temporary

What counts/gets reported?

Non-Examples

The institution offers instruction at a location, but students can only participate virtually from elsewhere

Clinical/Internship Locations (this is not traditional instruction)

Conference Locations (this is not instruction, unless it is formally part of an institution's continuing education program offerings and the institution is providing instruction)

Exchange Program sites (instruction is not being provided by the USG institution but rather by the cooperating institution)

What's the threshold for reporting?

Notification: If at least...
- USG: ...50% of the instruction in a COURSE occurs at that site.
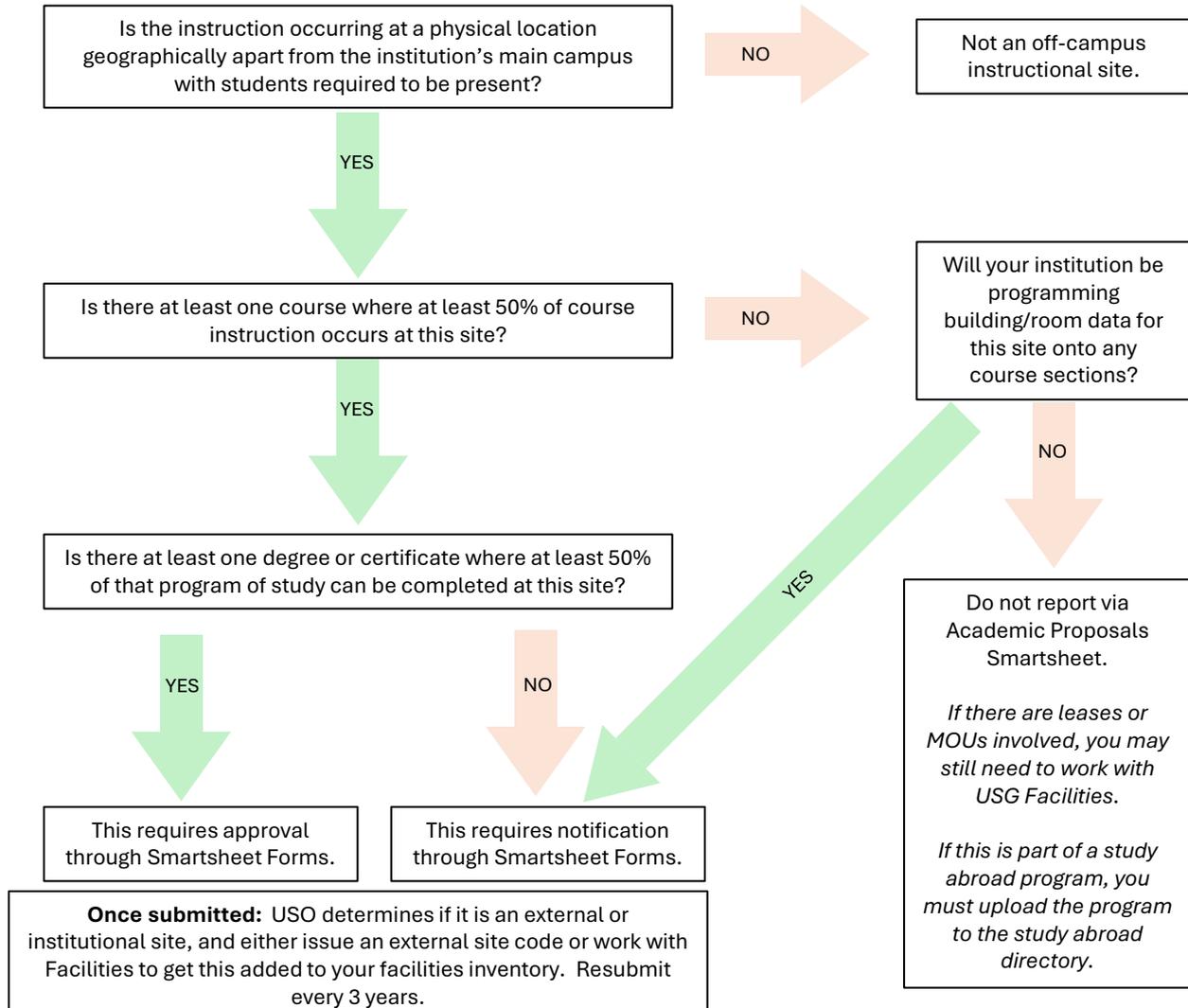- SACSCOC: ... 25% of the instruction in a PROGRAM occurs at that site.

Approval: If at least....
- USG & SACSCOC: ... 50% of the instruction in a PROGRAM occurs at that site.

Study Abroad:
- SITES: The above holds for reporting study abroad locations as well.
- PROGRAMS: All must be submitted to the Study Abroad Directory regardless of where the courses are taught.

Flow Chart for Notification & Approval

Is the instruction occurring at a physical location geographically apart from the institution's main campus with students required to be present?

NO → Not an off-campus instructional site.

YES ↓

Is there at least one course where at least 50% of course instruction occurs at this site?

NO → Will your institution be programming building/room data for this site onto any course sections?

YES ↓

Is there at least one degree or certificate where at least 50% of that program of study can be completed at this site?

YES ↓ This requires approval through Smartsheet Forms.

NO ↓ This requires notification through Smartsheet Forms.

Will your institution be programming building/room data for this site onto any course sections?

YES → This requires notification through Smartsheet Forms.

NO ↓

Do not report via Academic Proposals Smartsheet.

If there are leases or MOUs involved, you may still need to work with USG Facilities.

If this is part of a study abroad program, you must upload the program to the study abroad directory.

Once submitted: USO determines if it is an external or institutional site, and either issue an external site code or work with Facilities to get this added to your facilities inventory. Resubmit every 3 years.
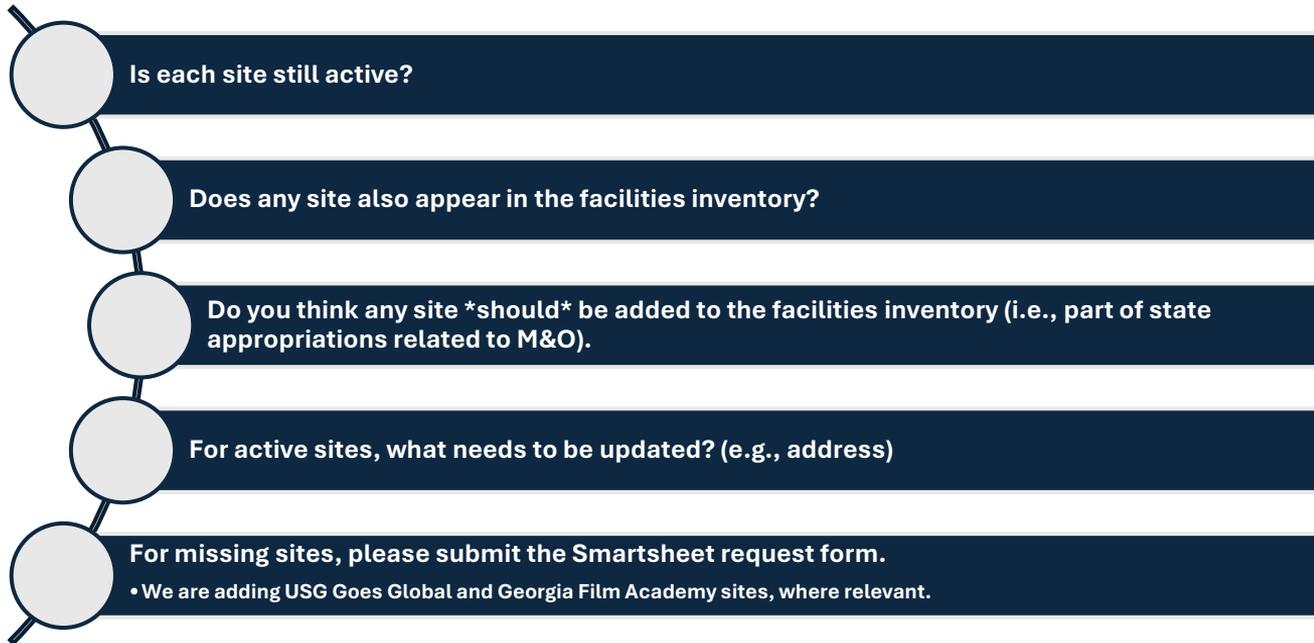
Notification via Smartsheet

(To add new sites)

This portal requires Provost permission to access.
However, this specific form is also available directly at:
https://www.usg.edu/data_services/external_site_code_application

External Site Database Cleanup

- **Is each site still active?**

- **Does any site also appear in the facilities inventory?**

- **Do you think any site *should* be added to the facilities inventory (i.e., part of state appropriations related to M&O).**

- **For active sites, what needs to be updated? (e.g., address)**

- **For missing sites, please submit the Smartsheet request form.**
  - We are adding USG Goes Global and Georgia Film Academy sites, where relevant.

Institution	Count
Albany State University	21
Atlanta Metropolitan State College	3
Augusta University	133
Clayton State University	4
College of Coastal Georgia	3
Columbus State University	165
Dalton State College	10
East Georgia State College	18
Fort Valley State University	2
Georgia College & State University	2
Georgia Highlands College	21
Georgia Institute of Technology	53
Georgia Southern University	271
Georgia Southwestern State University	140
Georgia State University	265
Gordon State College	24
Kennesaw State University	18
Middle Georgia State University	52
Savannah State University	5
South Georgia State College	29
University of Georgia	237
University of North Georgia	14
University of West Georgia	105
Valdosta State University	16
Albany State University Pre-Consolidated	21
Armstrong State University	1
Augusta State University	42
Bainbridge State College	20
Darton State College	75
Georgia Perimeter College	127
Macon State College	55
Middle Georgia College	52
South Georgia College	29
Southern Polytechnic State University	17
Waycross College	14

Timeline

This Week:

- Kickoff Call Smartsheet Access to Data

By May 1st:

- Institutional Review and Completion of Smartsheet

By July 1st:

- External Site Database Date Entry

Coming Soon:

- New External Site Dashboard!