MONTANA BOARD OF REGENTS OF HIGHER EDUCATION
Policy and Procedures Manual

SUBJECT: ACADEMIC AFFAIRS
Policy 303.3 – Program Review (new) (existing) (~~removed~~)
Adopted: October 28, 1977; Revised: March 4, 2016

I. Board Policy:

A. In order to ensure program quality and effective stewardship of resources, every campus of the Montana university system (MUS) shall conduct regular internal reviews of all of its academic programs. Those reviews shall include all programs listed in the "degree and program inventory" maintained by the office of the commissioner of higher education, and shall include options, minors not associated with a major, and certificates of more than 29 credits listed in the inventory. In addition, the commissioner of higher education shall conduct regular reviews of academic programs across the Montana University System.

B. This policy shall not apply to the three community college districts associated with the MUS. Internal program review will be left to the local governing boards of those institutions.

II. Campus Review

~~C.~~ A. Each campus will review all of its programs at least once every eight (8) years. The campuses will prepare a schedule of review for all of its programs, and file that schedule with the office of the commissioner of higher education. That schedule will be updated, when new programs are added to each campus' program offerings. In preparing the schedule, the campuses may use program accreditation reviews to satisfy the provisions of this policy, and the self-study prepared for that accreditation visit, accompanied by an executive review as may be proscribed by the Commissioner, ~~will~~ may serve as the internal review expected under this policy.

~~D.~~B. Each campus will report the results of its internal program review, for the preceding year, at the November meeting of the Montana board of regents. Those reports will focus especially on the decisions associated with the future of each program, following its review.

~~C. The report submitted to the Montana board of regents, under section D, shall include graduation numbers and student major numbers for each of the last seven (7) years for every program under review.~~

~~E.~~ C. Upon receipt of the annual report, the Montana board of regents has the authority to ask for additional information, to justify the campus decision concerning a particular program. The board also has the authority to change the decision made by an individual campus~~, based on its internal program review process~~.

III. Ongoing Program Review

A. The commissioner of higher education shall establish a process for the ongoing review of academic programs across the Montana University System. This process shall complement the campus-based review described in Section II.

B. The commissioner shall determine thresholds for program performance. Programs failing to meet these thresholds shall be subject to enhanced review. Performance expectations may account for differences in program type and/or institutional mission.

C. If the commissioner identifies a program for enhanced review and the institution, following said review, does not recommend that program for sunset, the program shall develop an improvement plan for review and approval by the commissioner. The commissioner shall determine the review period and standards for each such plan.

D. Programs failing to meet the standards established in an approved improvement plan shall be placed into moratorium, unless specifically granted a reprieve by the commissioner.

E. The commissioner shall report to the board of regents on programs identified for enhanced review, and any resulting actions, shall be reported to the board of regents. On receipt of the commissioner's report, the board has the authority to request additional information, accept the commissioner's decision, or modify the commissioner's decision on each program.

History:

Item 2-001-R0973 (Revised), October 19, 1973; Board of Regents of Higher Education, Minutes October 24, 1975, as amended October 28, 1977; Memo from I. E. Dayton to Curriculum Committee, October 18, 1977, entitled "Academic Program Review"; as revised November 18, 1999 (Item 104-103-R0999). Revised May 20, 2005 (Item 127-108-R0505), policy revisions, format change. Revised January 9, 2007 for minor editorial change. Revised November 16, 2007 (Item 137-102-R1107 | Supporting Material). Revised March 4, 2016 (Item 170-103-R0316).