



## AA-8 ACADEMIC PROGRAM DEVELOPMENT POLICY

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Revised:

Reviewed:

Monitoring Unit: VCAA

**I. PURPOSE:** In accordance with its mission of educating the state's future health-care providers, LSUHSC-NO develops new degree programs to meet the changing health-care and workforce needs of our state.

**II. GENERAL POLICY GUIDELINES:** New or revised academic programs should be developed by faculty members and/or department heads in the appropriate disciplines, in close consultation with their respective Deans and the Vice Chancellor of Academic Affairs (VCAA). New or revised degree programs must be approved by the respective Dean, VCAA, the LSU Board of Supervisors, the Louisiana Board of Regents, and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), when applicable.

### III. PROCEDURES

1. Each May, LSUHSC-NO must submit an updated three-year academic plan to the Louisiana Board of Regents (BoR) that includes a comprehensive list of intended degree program and academic unit additions, terminations, reconfigurations, and consolidations, with relevant details for each. Intended new degree programs must be designed to support the wellbeing of the state by meeting the needs of students, industry, and academia and must fall within the existing role, scope, and mission of the institution. With the exception of certificates, a proposed degree program must be included in the Year 1 academic plan in order to be considered by the BoR.
2. New or revised degree programs should be discussed, organized, and approved at the program and/or department level with demonstrated faculty involvement. A new or revised program must be approved by the respective school's curriculum committee and dean.
3. The proposed program should be submitted to VCAA using the [Academic Degree Program Proposal Form](#) one month prior to the BoR's agenda item submission deadline. The VCAA will review the proposal as well as obtain input from the following administrative units, as appropriate:
  - ☐ Bursar
  - ☐ Institutional Effectiveness
  - ☐ International Services
  - ☐ Financial Aid
  - ☐ Registrar

4. The VCAA will submit the proposal to the LSU Executive Vice President for Academic Affairs for review. From there it will go to the LSU Board of Supervisors and the Louisiana Board of Regents for review and approval.
5. Once LSUHSC-NO is notified that the program has been approved by the Board of Regents, the LSUHSC-NO Office of Institutional Effectiveness will determine if it constitutes a Substantive Change, as defined by SACSCOC. If applicable, AA-1: Substantive Change Policy must be followed and SACSCOC approval must be granted prior to program implementation.

#### **IV. REFERENCES**

[LSU Board of Supervisors Bylaws](#), Revised June 2023

[Louisiana Board of Regents Academic Affairs Policy 2.04](#), Revised January 2022

[SACSCOC Substantive Change Policy](#), Revised March 2023

[LSUHSC-NO Substantive Change Policy](#), Revised April 2023