

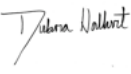


UNIVERSITY
of HAWAII®
SYSTEM

September 10, 2021

MEMORANDUM

TO: Council of Chief Academic Officers
Faculty Senates

FROM: Debora J. Halbert 
Associate Vice President for Academic Programs and Policy

SUBJECT: Consultation on Proposed Changes to RP 5.201 Instructional Programs

Regents Policy 5.201 relating to instructional programs is currently under review by administration. After engaging in substantive informal consultation, the proposed policy changes are hereby being submitted for formal consultation. **Please consult with your constituents and governing bodies and provide any comments using the attached form via email to ovpas@hawaii.edu by October 10, 2021.**

Justification for Policy Changes

RP 5.201 describes procedures for the review and approvals of new provisional and established instructional programs, as well as termination of such programs. In an effort to streamline approval of new minors, concentrations, microcredentials, and certificates, changes were needed to EP 5.201 and RP 5.201. The intent of these changes is to clarify delegation of approval to the President and/or Chancellor/Provost for those programs that do not require significant resources.

The changes to 5.201 are designed with several goals in mind:

- To make the program proposal and approval process less lengthy and formalistic for most programs.
- To provide additional management of certificates that proliferate without adequate oversight.
- To establish new definitions and protocols for the emerging focus on microcredentials.
- To increase the provisional status time for smaller programs so that they can adequately collect data on the success of their programs.

The intention is to delegate approval for degrees not requiring significant resources and/or smaller than an associate, bachelor or graduate degree to the President or campus instead of requiring a full and complicated proposal process culminating in Board approval.

Bachman Hall 204
2444 Dole Street
Honolulu, Hawaii 96822
Telephone: (808) 956-6897
Fax: (808) 956-9119

Informal Consultation

Over the past several months, administration has engaged in informal consultation with a variety of individuals and groups across the System. These include providing draft copies of the policy revisions and receiving feedback from:

- UH Officers
- Council of Chief Academic Officers
- Council of Senior Student Affairs Officers
- All Campus Council of Faculty Senate Chairs

Key Changes at a Glance

The following identifies key changes that are being proposed:

I. Purpose: No changes

II. Definitions: No changes

III. Policy:

Section A, New Programs

- Clarifies that new programs requiring significant resources shall be subject to board approval.
- Defines the new programs and credentials not requiring significant resources which may be approved by president:
 - New minors, concentrations or certificates with courses solely in board-authorized programs.
 - Changes or addition of a new type of degree in an established program with minimal change to the degree requirements.
 - Stand-alone minors where a board-approved major is being terminated.
 - Stand-alone certificates or minors where a board-approved associate degree or certificate of achievement is being terminated.
 - New stand-alone certificates of competence, academic subject certificates or other microcredentials.
- Specifies that new programs must align with policy to ensure appropriate placement, reduction of duplication and increased pathways across the system with efficient use of resources.
- Specifies that an instructional program approved by the board shall have an “Official Program Name” and degree type.

Section B, Provisional Programs

- Increases provisional period for certificates, associate degrees and master’s degrees from 200% up to 300%. Programs may apply for established status sooner.

- Changes time frame for extensions from one year up to two years. After the 2-year extension, the program should be approved for established status or terminated.
- Specifies that terminations of provisional programs shall have a “teach out” plan.
- Removes restriction on tenure “commitments” during the provisional period.

Section C - Clarifies that any substantial change to the intent, purpose, design or structure of an established program must be approved by the board.

Section G, Naming of Programs

- Specifies that the program name given at time of program approval by the board shall be the “Official Program Name”.
- Clarifies that the president may approve a program name change to maintain currency in the respective field if it does not involve a substantial change in program requirements.

Attached are a clean copy of the revised policy and a track changes version of the policy. The current policy is located at: <https://www.hawaii.edu/policy/docs/temp/rp5.201.pdf>

Please send comments or questions using the attached form to ovpas@hawaii.edu by **October 10, 2021**. Thank you.

Attachments



UNIVERSITY
of HAWAII®
SYSTEM

September 10, 2021

MEMORANDUM

TO: Council for Senior Student Affairs Officers
Chancellors/Provost

FROM: *Debra Halbert*
Debra J. Halbert
Associate Vice President for Academic Programs and Policy

SUBJECT: Proposed Changes to RP 5.201 Instructional Programs

Regents Policy 5.201 relating to instructional programs is currently under review by administration. The proposed policy changes have been presented and discussed informally with the UH Officers, Council of Chief Academic Officers (CCAO), Council of Senior Student Affairs Officers (CSSAO) and the All Campus Council of Faculty Senate Chairs and is presently being submitted for formal consultation to all Faculty Senates and CCAO. I am providing copies of these proposed changes for your information.

Justification for Policy Changes

RP 5.201 describes procedures for the review and approvals of new provisional and established instructional programs, as well as termination of such programs. In an effort to streamline approval of new minors, concentrations, microcredentials, and certificates, changes were needed to EP 5.201 and RP 5.201. The intent of these changes is to clarify delegation of approval to the President and/or Chancellor/Provost for those programs that do not require significant resources.

The changes to 5.201 are designed with several goals in mind:

- To make the program proposal and approval process less lengthy and formalistic for most programs.
- To provide additional management of certificates that proliferate without adequate oversight.
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The intention is to delegate approval for degrees not requiring significant resources and/or smaller than an associate, bachelor or graduate degree to the President or campus instead of requiring a full and complicated proposal process culminating in Board approval.

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- Clarifies that the president may approve a program name change to maintain currency in the respective field if it does not involve a substantial change in program requirements.

Please find attached redline and clean copies of the revised policy. The current policy is located at: <https://www.hawaii.edu/policy/docs/temp/rp5.201.pdf>

Thank you.

Attachments