



South Carolina Commission on Higher Education

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CHE
05/07/2015
Agenda Item 6.02.F

May 7, 2015

MEMORANDUM

To: Chairman John L. Finan and Members, S.C. Commission on Higher Education
From: Dr. Bettie Rose Horne and Members, Committee on Academic Affairs and Licensing

Consideration of Memorandum of Agreement between the S.C. Commission on Higher Education and the S.C. Technical College System Regarding the Approval Process for Selected Associate of Applied Science Degree Programs

Background

Historically, the SBTCE and CHE have worked collaboratively to ensure that associate degree programs are approved in a timely manner to meet the needs of business, industry and students. In 2009, the agencies came together to streamline the process by agreeing that approval for existing associate degrees (i.e., those currently in the CHE State Inventory), applies to all colleges under the SBTCE.

In that same spirit of collaboration, this Agreement outlines yet another step to ensure that higher education remains responsive to the current needs of today's fast-paced businesses and industries: a concurrent program approval by CHE and the SBTCE.

This Agreement is applicable to Associate of Applied Science program models that are not college-parallel programs (i.e., not designed for transfer to a senior institution), and are new to the SBTCE Program Inventory, and are not currently being offered at one of the 16 technical colleges.

Recommendation

The Committee on Academic Affairs and Licensing commends favorably to the Commission the Memorandum of Agreement between the S.C. Commission on Higher Education and the S.C. Technical College System regarding the approval process for selected Associate of Applied Science degree programs.

AGREEMENT BETWEEN
THE SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION

AND

THE SOUTH CAROLINA STATE BOARD FOR TECHNICAL & COMPREHENSIVE EDUCATION

This Memorandum of Agreement (Agreement) is entered into as of [insert date] between the South Carolina Commission on Higher Education (CHE) and the South Carolina State Board for Technical and Comprehensive Education (SBTCE).

BACKGROUND & PURPOSE

Historically, the SBTCE and CHE have worked collaboratively to ensure that associate degree programs are approved in a timely manner to meet the needs of business, industry and students. In 2009, the agencies came together to streamline the process by agreeing that approval for existing associate degrees (i.e., those currently in the CHE State Inventory), applies to all colleges under the SBTCE.

In that same spirit of collaboration, this Agreement outlines yet another step to ensure that higher education remains responsive to the current needs of today's fast-paced businesses and industries: a concurrent program approval by CHE and the SBTCE.

This Agreement is applicable to Associate of Applied Science program models that are not college-parallel programs (i.e., not designed for transfer to a senior institution), and are new to the SBTCE Program Inventory, and are not currently being offered at one of the 16 technical colleges.

APPROVAL PROCESS

SBTCE Responsibilities:

- Work with college(s) to identify if a newly proposed program model is specifically designed for transfer to a senior institution.
- For new program models at the associate degree level and not specifically designed for transfer:
 - Send notification to CHE that a new program model is being considered by SBTCE. Notification should provide the desired approval date and adequate time for CHE staff to review the proposal within the SBTCE staff process and to provide time to ask questions about the proposed model prior to SBTCE approval.
 - Establish a calendar/schedule that guarantees a timely response to business and industry needs.
 - Work with the college(s) to provide answers to any questions from CHE about the proposed model.
 - Inform CHE should any substantive changes in the new program model under consideration occur as a result of SBTCE review and prior to SBTCE final approval.
 - Send a copy of approved program proposals and the Notification of Change in Program Status Form to CHE following SBTCE approval.
 - Allow colleges to begin advertising upon approval of SBTCE.
 - Provide notification to CHE that any appropriate approvals of SACSCOC have been satisfied.

- Ensure that all new program models that are specifically designed for transfer follow the published CHE Approval Cycle Calendar/Process.
- Ensure that after any program is approved through this agreement, that program will be eligible for inclusion in CHE's academic program assessments, and that CHE is provided notification as required in CHE policy of change to these programs.

CHE Responsibilities:

- Work with SBTCE staff to ensure that new program models specifically designed for transfer follow the published CHE Approval Cycle Calendar/Process.
- For new program models at the associate degree level and not specifically designed for transfer:
 - Submit any questions to SBTCE staff about the proposed program model.
 - Work with SBTCE staff to develop a review and approval schedule that guarantees a CHE decision which meets the schedule deadline and provides a timely response to business and industry needs.
 - Provide notification to SBTCE of CHE's decision concerning the program request according to the schedule.
 - Add programs to the State Inventory of Academic Programs upon final approval by both CHE and SBTCE.

Both Parties

Upon approval of this Agreement, SBTCE and CHE will work together to establish procedures for implementation of this Agreement, including but not limited to, the development of efficient, responsive, and concurrent timelines to enable the expedited approval of the affected associate degree programs.

DURATION OF AGREEMENT

This Agreement shall take effect upon signatures of both parties. It shall remain in effect unless legislative changes prompt the need to amend this Agreement, or circumstances arise such that these procedures no longer are in the best interest of our students. Either party can notify the other of the need to review and consider amending the agreement.

SIGNATURES

The signatories hereunder warrant and declare that they are duly authorized to execute the Agreement by virtue of their position and title.

South Carolina
Commission on Higher Education

State Board for Technical &
Comprehensive Education

Julie Carullo, Interim Executive Director

James Williamson, Ph.D., President/Executive Director

Date

Date