

Academic Program Prioritization

As part of the Academic Prioritization Program Review, majors will be reviewed for degree productivity using the methodology outlined below. Reports on low productivity are provided to the Missouri Department of Higher Education and Workforce Development (MDHEWD).

MDHE Threshold for Defining Productive Programs	
Type of Degree	3-Year Degree Average
Baccalaureate	10 or more degrees
Masters	5 or more degrees

Identify majors with degree completion below thresholds as reported in the program metrics data set; include the relevant information described below.

Undergraduate

IR will review degree completion information, as well as additional metrics, for each academic program for the most recent three years for which degrees-awarded data are available. Each degree and each major earned by a given student will count as a degree for this purpose (following IPEDS).

- Academic majors are expected to award an average of **ten** or more **undergraduate degrees** per year over the most recent **three-year period**.
- Degrees are counted according to the **fiscal year** for graduates completing in **August through May**.
- Majors that include multiple degrees such as B.A or B.F.A (e.g. Art B.A and Art B.F.A) and degrees with differing titles (e.g., B.A., B.S., etc.) will be combined for purposes of the threshold analysis if substantial overlap of course work exists among the different degrees.
- Degrees granted to students with dual majors are counted in each major.
- The review of undergraduate majors excludes interdisciplinary programs.

Undergraduate Options

Although there is not a MDHEWD completion metric for options, they also are a critical component of the program prioritization process. IR provided data which includes degrees awarded for each option offered within a major.

- Options are expected to award an average of five or more completions per year over the most recent three-year period.
- The completions are counted according to the **fiscal year** for graduates completing in **August through May**.
- Degrees granted to students with dual majors are counted in each major.

Graduate

For majors granting degrees at the master's level, we will review the number of degrees granted in the most recent three years for which degrees-awarded data are available.

- Academic majors are expected to grant on average **five** or more **master's degrees** per year over the most recent **three-year period**.
- Degrees are counted according to the **fiscal year** for graduates completing in **August through May**.
- Degrees with differing titles (e.g., M.A., M.S., etc.) for a given major will be combined for purposes of the threshold analysis if substantial overlap of course work exists among the different degrees.
- Dual degrees granted to a student are counted in each.
- The review of graduate majors excludes interdisciplinary majors.

Low Degree Production May Occur Because:

- The major no longer accepts students and is in the process of being phased out or has temporarily suspended admissions to undergo restructuring.
- The major was approved by the MDHEWD and implemented by the institution within the last five years.
- The major is offered at an off-campus location or at an alternate campus that offers unique degree programs or is an online major that is unique from other majors offered at the University. Degrees from university majors that are offered at other sites are counted with the majors and degrees offered on campus. Justifications for the low degree production and a plan for improvements must be provided.

Programs with low degree productivity should be reviewed for viability. If a low-productivity degree is duplicative, a plan should be developed to assess its viability relative to similar programs at other public Missouri universities and implement steps to modify or eliminate the major.

Review Majors that Are Below the Low-Degree-Production Threshold for Criteria that Might Support Retention

A major might be recommended for retention if one of a variety of institutional priorities is met. These recommendations may be made by the Provost in a report to the President. These might include:

- **Basic academic subject:**
The major is considered a basic academic subject if it is offered by a majority (7 or more) of our peer institutions. The most recent IPEDS Degree Completion report should be used to compare CIP code and degree levels at the peer institutions.
- **Major quality:**
Quality may be demonstrated by student, faculty, or overall major quality. Examples of measures include evidence of instructional effectiveness, student performance and outcomes, employer satisfaction, student placement,

research/scholarship/creative/artistic excellence, external funding, external recognition and national rankings, and accreditation.

- **Centrality to the Southeast Missouri State University mission:**
A major's contribution to the university mission is evidenced by identifying the university goal that the program fulfills.
- **Contribution to other programs in the university:**
Universities have responsibilities to provide students access to courses and programs of study that support both broad educational goals (such as general education) and specific student needs (such as certificate programs). Evidence of a program's contribution to other majors in the university includes the number of student credit hours (or full-time equivalent students -- FTE) taught, courses taught that meet general education requirements, students completing minors, students completing certificates, courses required by other majors, and non-majors in courses required of majors.
- **Contribution to workforce development:**
The major prepares graduates that are valuable and needed by industry, business, and other stakeholders in Missouri.
- **Major uniqueness:**
The major is important to Missouri by virtue of its unique educational contribution. Uniqueness is evidenced by a distinctive program focus (such as community partnerships, internships, interdisciplinary, or unique intellectual focus).
- **Major growth:**
The major has recently been modified and there has been a significant increase in the number of students entering this major such that the number of degrees is expected to meet threshold within the next six years (refer to 2 and 4 year headcount percent change).
- **Program/unit revenue:**
The unit housing the major generates significant revenue that can be used to support the program (refer to course level cost data).
- **Access**
The major provides opportunities to earn degrees to students that, for geographic or other reasons, would not be able to participate in other majors. The measure of access will be the number of students enrolled in the major from rural or otherwise underrepresented populations.
- **Other**

Recommendations for Majors Not Meeting Any of the Above Conditions

Based on the information provided from the reviews outlined above, the Provost Office will provide a recommendation to the President for each major that does not produce enough degrees to meet threshold. Recommendations may include that the major should be ***enhanced, transformed, or inactivated/deleted.***

Timeline – Dates in Bold are Due Dates

- **September 18** – Department Committee will work with the Department Chair to provide the departmental recommendation and justifications – provide to chair by September 18.
- **September 25** – Chairs review departmental committee recommendation and make their own recommendation and provide a separate justification if needed.
- **October 9** – College Councils will review justifications and make recommendations.
- **October 15** – Deans will concurrently review justifications and make their recommendation.
- **October 30** – Faculty Senate Program Review Committee will review recommendations and present their findings to the Provost.
- **November 18** – Provost will finalize any recommendations and provide to the President for determination of final actions.
- **December** – Present recommendations to the Board of Regents.

Process for Managing Files

To assist with the sharing of the forms at each level, an Academic Program Prioritization folder has been created. https://semo0-my.sharepoint.com/:f/g/personal/viceprovost_semo_edu/Ejbzo_duCfJHjMc8b7YNDpcBomC8uQ40xP11HyyQ3U90LA?e=nE0aUp

Within this folder, there is a folder for each college and department. Please create a folder within the department folder with a name of the Major (or Minor, Option or Certificate) being reviewed.

The Departmental Committee will complete their form for the justification and decision making and save their file with the filename matching the following naming convention:

Major(minor, option, or certificate)_Degree_DepartmentCommittee(or position such as chair)

For example, to review the the BS in Psychology program, the departmental committee would name their file: Psychology_BS_Psychology_DepartmentCommittee.

The Chair would name their file Psychology_BS_Psychology_DepartmentChair

The file would then be uploaded to the Major folder (or Minor, Option or Certificate folder) within the department folder.