

Procedure: 5.1.9p. (IV.R)

Program Approval and Termination

Revised: October 23, 2020; November 15, 2016; August 12, 2004; and October 17, 2018.

Last Reviewed: July 26, 2023; October 3, 2022; and October 30, 2017.

Adopted: May 4, 1989.



I. PURPOSE:

The State Board must approve a Technical College to offer any instructional program leading to a technical certificate of credit, a diploma, or a degree. In addition, the State Board must approve the termination of authority to offer a program. The Commissioner shall develop appropriate procedures for the implementation of this policy.

II. RELATED AUTHORITY:

O.C.G.A. § 20-4-11 – Powers of Board.
O.C.G.A. § 20-4-14 – TCSG Established; Powers and Duties.
TCSG State Board Policy 5.1.9. – Program Approval and Termination

III. APPLICABILITY:

All work units and Technical Colleges are associated with the Technical College System of Georgia.

IV. DEFINITIONS: N/A

V. ATTACHMENTS: N/A

VI. PROCEDURE:

The college obtains approval from applicable accrediting agencies for new programs. TCSG State Board approves all-new program requests and terminations.

New Program Request and Approval

A Technical College must conduct industry analysis to determine local and regional employment needs, balanced against the cost of the program, facilities, and resources needed. The college supplies projected enrollment for the first three years based on the most recent labor market analysis of industry growth and need. Authorized college personnel must submit a New Program Request to the TCSG Division of Academic Affairs for review. Upon final review, the new program request is submitted to TCSG State Board for approval.

Program Termination

A Technical College may request to terminate programs utilizing two different methods. The first method of terminating programs is based on having no enrollment and no awards for six consecutive terms. Programs that meet these two criteria appear in Program Management in the Programs Termination (Purge) report each fall. The second method of terminating a program is actively selecting it from the current program offering.

Authorized college personnel must submit a Program Termination Request to the TCSG Division of Academic Affairs for review. Upon final review, the program termination request is submitted to TCSG State Board for approval.

VII. RECORD RETENTION: N/A