



## Ohio Administrative Code

### Rule 3333-1-07 Standards and processes for consideration of new graduate degrees and new graduate programs of study.

Effective: March 10, 2016

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#### (A) Authority

This rule is adopted under authority conferred upon the chancellor of higher education by section 3333.04 of the Revised Code:

Approve or disapprove all new degrees and new degree programs at all state colleges, universities, and other state-assisted institutions of higher education;

#### (B) Definitions

(1) A new graduate degree is a recognition or award for the completion of a prescribed course of study beyond the baccalaureate degree in an institution of higher education designated by such recognized titles as Doctor of Philosophy, Doctor of Education, doctor of other specialized fields of professional education, Master of Arts, Master of Science, Master of Education, or master of other specialized fields of professional education.

(2) A new graduate program of study means any proposed course of study in an institution of higher education which constitutes a major or post-baccalaureate or post-masters certificate (of twenty-one or more semester credit hours) leading to a recognized degree which was not in effect as of September 20, 1963, and which has not been previously approved by the chancellor of higher education.

(3) A state-assisted institution of higher education has the same definition as set forth in section 3345.011 of the Revised Code.

#### (C) Procedure for consideration

(1) Any state-assisted institution of higher education that intends to award a new graduate degree or



new graduate program of study must demonstrate compliance with the chancellors standards for academic programs as outlined in the Ohio department of higher educations manual, titled Guidelines and Procedures for Academic Program Review which can be found at [ohiohighered.org](http://ohiohighered.org). Compliance with the standards ensures that each institution of higher education meets basic expectations for academic degrees or instruction creditable toward such degrees. Institutions are responsible for maintaining all academic programming in accordance with the standards and for notifying the chancellor, as outlined in Guidelines and Procedures for Academic Program Review, of any substantive change.

(2) In planning and coordinating the development of new graduate degrees and new graduate programs of study, the chancellor will be assisted by an advisory council on graduate studies to consist of one representative designated by the president of each state-assisted institution of higher education. The chancellor may include representatives of private institutions at the request of the president of the institution.

(3) It is expected that new graduate degrees and graduate programs of study will be planned and developed over a period of time. It is desirable that the chancellor and the advisory council on graduate studies be informed and involved in such planning and development.

(4) Any state-assisted institution of higher education that requests approval to award a new graduate degree or new graduate program of study must submit, using the guidelines and processes outlined in Chancellors Council on Graduate Studies Guidelines and Procedures for Review and Approval of Graduate Degree Programs, which can be found at [ohiohighered.org](http://ohiohighered.org), information on the following items to the chancellor and the advisory council on graduate studies: designation of the new degree program, a rationale for the designation, a description of the focus of the program and its disciplinary significance and purpose; a description of the curriculum; administrative arrangements for the program; evidence of need for the new program, including opportunities for employment of its graduates; a description of other similar programs in the state and a discussion of potential duplication; prospective enrollment, special efforts to enroll and retain underrepresented groups; adequacy of the existing faculty, staff and facilities; need for additional faculty, staff and facilities; projected additional costs associated with the program and evidence of institutional commitment and capacity to meet those costs.



(5) A member of the chancellors staff and the advisory council on graduate studies will assist an institution in the development and review of a request to award a new graduate degree or graduate program of study according to the processes outlined in the Chancellors Council on Graduate Studies Guidelines and Procedures for Review and Approval of Graduate Degree Programs. The advisory council on graduate studies will make a recommendation of appropriate action on the proposal to the chancellor.

(6) The chancellor may, as part of his or her review, consider comments from the advisory council on graduate studies, his or her staff, the public, or the outcome of an institutional or specialized accreditation review. The decision to approve or disapprove a request, and the conditions by which a request is approved or disapproved, lies solely with the chancellor.

(D) Review of new graduate degrees or new graduate programs of study that lead to educator preparation licenses and endorsements

(1) Any state-assisted institution of higher education that intends to award a new graduate degree or graduate program of study that leads to an educator preparation license or endorsement will be evaluated by the chancellor pursuant to this rule as well as section 3333.048 of the Revised Code and rule 3333-1-05 of the Administrative Code. The chancellor or a member of his or her staff will assist the institution in the coordination of such review.

(E) Changes to approved graduate degrees or graduate degree programs

(1) Any state-assisted institution of higher education that has been approved by the chancellor to award a graduate degree or graduate program of study may request approval to make changes to the program according to this rule. The chancellor or a member of his or her staff will assist the institution in the coordination of such reviews with the advisory council on graduate studies.

(2) Any state college, university, and other state-assisted institution of higher education that has been approved by the chancellor to award a graduate degree or graduate program of study that leads to an educator preparation license or endorsement may request approval to make changes to the program pursuant to section 3333.048 of the Revised Code and this rule. The chancellor or a member of his or her staff will assist the institution in the coordination of such reviews.



(F) Periodic review

(1) The chancellor will be informed of the periodic reviews of graduate degrees and graduate programs of study at state-assisted institutions of higher education in accordance with the procedures set forth in the Chancellors Council on Graduate Studies Guidelines and Procedures for Review and Approval of Graduate Programs.

(2) The chancellor reserves the right to perform additional reviews of graduate degrees and graduate programs of study to ensure that the programs remain in compliance with the standards set forth in the Guidelines and Procedures for Academic Program Review. The chancellor or a member of his or her staff will assist the institution in the coordination of such reviews.

(3) Institutions must inform the chancellor, according to the Guidelines and Procedures for Academic Program Review, any time an institutional or specialized accrediting body, or state licensing agency, informs an institution of a finding that could place an institutions or programs accreditation or state licensing approval in jeopardy. The chancellor or a member of his or her staff will work with an institution to determine the steps needed to maintain approval and to coordinate activities with the appropriate accrediting body or state agency.

(G) Effective date

The procedures established by this rule shall become effective upon adoption of this rule, and shall be applicable to all new graduate degree and graduate programs of study pending as of the effective date or submitted thereafter.