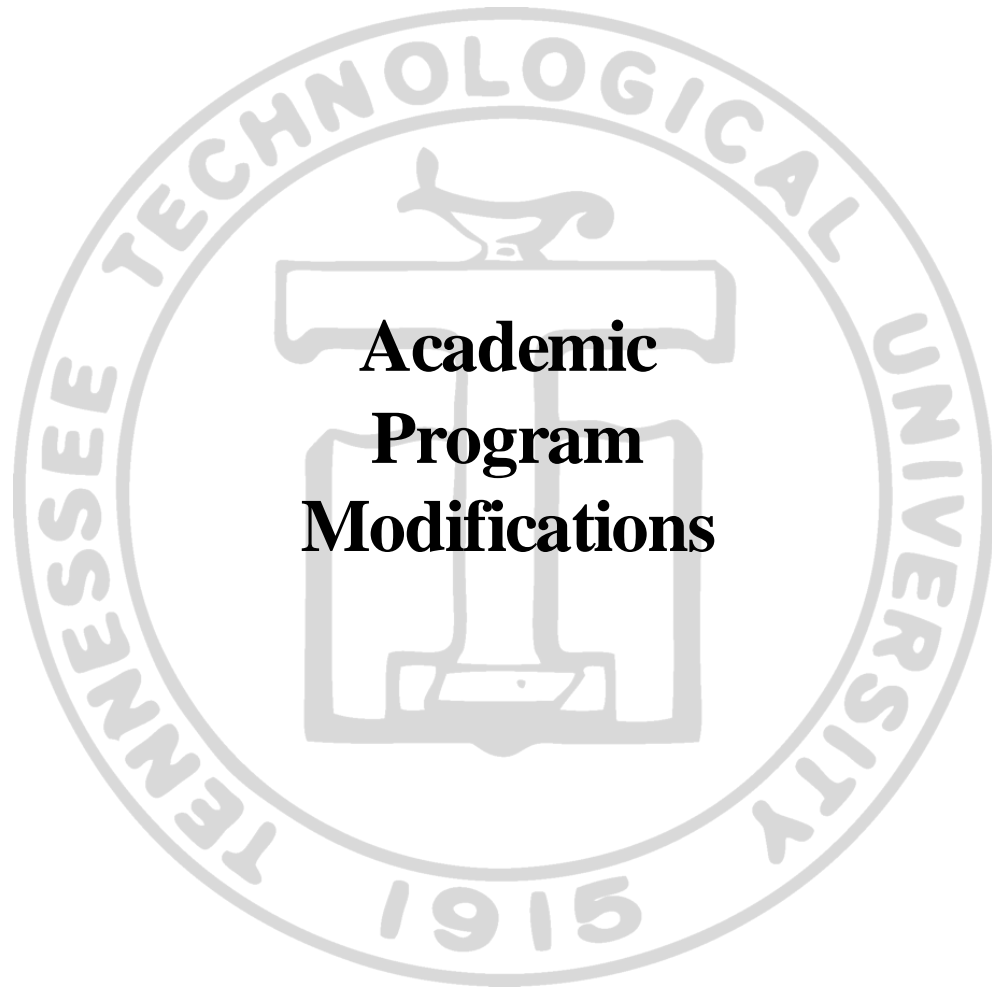


**Tennessee Technological University
Policy No. 226**



**Academic
Program
Modifications**

Original Effective Date: July 1, 2017

Date(s) Revised: January 1, 2024

Policy No: 226

Policy Name: Academic Program Modifications

I. Purpose

This policy establishes an approval process for major modifications to currently approved academic programs to adhere to Tennessee Higher Education Commission's (THEC) policy on Academic Program Modifications (A1.1).

II. Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III. Policy/Procedure

- A. Tennessee Tech hereby adopts THEC Policy A1.1: Academic Program Modifications, as may be amended from time to time.
- B. Any academic program modifications made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).
- C. Academic Program Modifications (APM) requiring approval from THEC are limited to the following changes per THEC Policy A1.1:
 - Adding an academic program degree designation to an existing program (e.g., adding a B.A. to an existing B.S.).
 - Changing an academic program degree designation (e.g., B.A. to B.F.A.; M.A. to M.F.A.; Ed.D. to Ph.D.).
 - Changing the six-digit Classification of Instructional Program (CIP) code for an approved academic program.
 - Establishing a free-standing academic program from an existing concentration that has demonstrated steady enrollment and graduation numbers for a period of the last three (3) years. This program modification may be considered only if the establishment of the concentration as a free-standing academic program does not compromise the remaining academic program and requires limited new resources.
 - Consolidating two (2) or more existing academic programs into a single academic program.
 - Creating a joint degree program consisting of academic programs that are already approved at each participating institution.
- D. A request for an academic program modification (APM) outlined in Section C must undergo institutional approval processes at Tennessee Tech.
 1. An academic unit requesting an APM shall prepare an APM proposal that includes all items listed on *THEC Academic Program Modifications (APM) Checklist*. The APM proposal must address the criteria for review as outlined in THEC Policy A1.1, Section 1.1.3A. The APM Checklist is available on the TTU Provost's Office website

and THEC website.

2. An academic unit requesting an APM must submit the proposal to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:

- a. Departmental faculty
- b. College curriculum committee, dean or his/her designee
- c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)
- d. Academic Council
- e. Provost and Vice President for Academic Affairs

E. The Provost's Office will submit the approved APM proposal and a TTU Internal Cover Form with appropriate signatures to THEC for review and approval.

F. The Provost's Office will present the APM to the Tennessee Tech Board of Trustees as an information item.

IV. Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

V. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B)

THEC Policy A1.1 - Academic Program Modification; THEC Academic Program Modifications (APM) Checklist

Approved by:

Academic Council:	February 22, 2017; October 4, 2023
University Assembly:	April 19, 2017; November 15, 2023
Board of Trustees:	March 23, 2017; November 30, 2023