

3.4.1

The institution demonstrates that each educational program for which academic credit is awarded is approved by the faculty and the administration. **(Academic program approval)**

Academic Affairs Policy ACAF 2.0 clearly states that the faculty are responsible for the curriculum while the Provost's Office is ultimately responsible for the system-wide approval process and for ensuring that all education programs are in compliance with state and regional regulations and in alignment with the institution's mission. A new Academic Program Development website provides information regarding policies and procedures in addition to providing forms and functioning as the submission portal, thus streamlining the process for developing new and revising existing academic programs.

The Compliance Certification Report succinctly describes the three different review processes for undergraduate and graduate programs at USC Columbia and academic programs on the regional campuses as well as the review criteria. These processes are also described in ACAF 2.0 and in more detail on the Academic Program Development website. For each process, proposals are reviewed by faculty curriculum committees and the Provost, President, and the USC Board of Trustees. The Off-Site Review Committee's review of these policies, websites, and relevant meeting minutes confirms that USC follows its documented policies and procedures.