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| Home | SACSCOC | Fifth-Year Interim Review (Submitted to SACSCOC) | Options |

Fifth-Year Interim Report | Document Directory

📄 Item FR - 4.2

FR - 4.2

Program Curriculum
The institution's curriculum is directly related and appropriate to the purpose and goals of the institution and the diplomas, certificates, or degrees awarded. *(Federal Requirement 4.2)*

Judgment
☑ Compliant   ☐ Non-Compliant   ☐ Not Applicable

Narrative
Columbia

The University of South Carolina Columbia Mission Statement describes the institutional context for the curriculum:

Among America's oldest and most comprehensive public universities, USC Columbia is the major research institution of the University of South Carolina system and its largest campus, enrolling approximately 25,200 undergraduate students and approximately 7,800 students in graduate and professional programs.

USC Columbia offers over 325 degrees at the bachelor's, master's, doctoral, and professional program levels, affording students the most comprehensive array of educational programs in the state.

…degree programs are offered in the following areas: arts and sciences; education; engineering and computing; hospitality, retail, and sport management; information and communication; music; public health; and social work; and in professional programs such as business, law, medicine, nursing, and pharmacy. The depth and breadth of its graduate programs in the arts and sciences, international business, public health, social work, and library and information science distinguishes USC Columbia from all other institutions of higher learning in South Carolina.

Offering over 325 programs at the bachelor's, graduate, and professional levels is evidence of consistency with the Columbia mission to provide the most comprehensive array of educational programs in the state to accomplish the institution's goals.

The USC Columbia program development and approval process ensures that programs are relevant to the Columbia mission.
The development of a new program normally begins in a department or unit of a campus, college or school, and is first vetted by the unit faculty and chair, then by the campus/college/school curriculum committee and academic affairs official. Provost approval of a Program Pre-Authorization Request Form submitted by the campus/college/school dean is required prior to proposal review by the appropriate University faculty governance body. To secure Pre-Authorization, proposals must address the following questions:

1. Why is the program critical to advancing the University's mission, and why is it essential that it be introduced now?
2. What documentation can you provide of the demand for the program? What competing programs are in the region?
3. How will the program impact the institution's academic reputation? Does the proposed program curriculum have sufficient intellectual rigor and contain the current and relevant theories and practices of the discipline?
4. How will the program return the institution's investment of resources in it?
5. Does the program require new resources at the outset, how sustainable is it if no new funds are forthcoming, and how long will it take for the program to be fully self-sustaining?

Having secured Provost Office approval to proceed, proposals are submitted via the electronic Academic Program Proposal System (APPS) for faculty governance consideration. They are reviewed first by the relevant curriculum committee, and then by the Faculty Senate (undergraduate programs) or Graduate Council (graduate programs). New programs (and major program revisions) then receive final Provost approval, and are reviewed by the President, and the Board of Trustees. The minutes of faculty governance and Board meetings offer evidence of program approval by the appropriate governing bodies – Faculty Senate minutes; Graduate Council minutes; Regional Campus Faculty Senate minutes; and Board Meeting Minutes.

Another level of review guaranteeing that programs conform to best practices in higher education is provided for in the South Carolina Code of Laws, Section 59-103-35, which requires all new programs undertaken by public institutions of higher education to be approved by South Carolina Commission on Higher Education (CHE). At the CHE, proposals are reviewed by the Advisory Committee on Academic Programs (ACAP), the Committee on Academic Affairs and Licensing (CAAL), and the full Commission. Programs are entered into the USC Academic Bulletin only after the Provost's Office receives formal notification of approval from both CHE and SACSCOC.

Finally, the University ensures that the curriculum carries out the goals of its academic programs, and is appropriate to the diplomas, certificates, and degrees it awards, through the required program accreditation and external program review process. Program review was initially mandated and conducted by the state through CHE, although budget constraints have eliminated this CHE function. Since the late 2000's, the Provost's Office has assumed oversight of program review, issuing periodic calls for updated program review documents. The Provost's memo emphasizes the importance of external program review, requiring that all programs subject to an accrediting agency should

become or remain accredited, and all programs without an accrediting agency should be externally reviewed on a regular cycle. The external program review schedules of all colleges were incorporated into a USC Columbia Program Accreditation and Review spreadsheet.

Regional Palmetto College Campuses

The four regional campuses of USC (USC Lancaster, USC Union, USC Sumter, and USC Salkehatchie) fall under the authority of the Columbia campus and reside in a central administrative unit known as Palmetto College, headed by a Chancellor and Associate Provost/Dean. Resultantly, these campuses are referred to as regional Palmetto College campuses. The administrative unit also houses USC's Extended University, which offers undergraduate credit programs and courses at Ft. Jackson and provides guidance and support for the delivery of the University's undergraduate online degree completion programs.

Lancaster

The USC Lancaster mission statement states that the institution "awards the Associate in Arts and the Associate in Sciences degrees and provides for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery structures with other USC System institutions." While the established degree requirements stated in the Academic Bulletin allow for appropriate flexibility, the Carolina Core curriculum guides the offerings of USC Lancaster for the fulfillment of general education requirements for baccalaureate degrees at USC Columbia, with whom it is accredited (see Academic Programs - Associate's Degree Programs).

The curriculum is constantly reviewed, and revisions are made when necessary. The most recent revision was in 2013, when a common curriculum for the A.A. and A.S. degree programs was adopted by all the regional Palmetto College campuses. Full implementation took place fall 2014. USC Lancaster's specialized A.S. degrees in Business, Criminal Justice, and Technical Nursing were revised in 2009.

Responsibility for curriculum development and review rests with the faculty who, in cooperation with the campus and university administrators, define the elements necessary for approvals of changes to degree curricula, in accordance with the processes established by the Palmetto College Campuses Faculty Manual (see specifically, pp. 1 and 3).

Suggestions for new programs or changes to the existing USC Lancaster Associate's Degree programs are initiated by the Curriculum Committee at the request of the Faculty Organization. Upon completion of the changes and approval by the Faculty Organization, they are sent to the Associate Dean and then to the Campus Dean for their review and approval. If approved, the Campus Dean then forwards them to the Palmetto College Faculty Senate

Salkehatchie

The USC Salkehatchie mission statement states that the institution "awards the Associate in Arts and the Associate in Sciences degrees and provides for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery structures with other USC System institutions". While the established degree requirements stated in the Academic Bulletin allow for appropriate flexibility, the Carolina Core curriculum guides the offerings of USC Union for the fulfillment of general education requirements for baccalaureate degrees at USC Columbia, with whom it is accredited (see Academic Programs - Associate's Degree Programs).

The curriculum is constantly reviewed, and revisions are made when necessary. The most recent revision was in 2013, when a common curriculum for the A.A. and A.S. degree programs was adopted by all the regional Palmetto College campuses. Full implementation took place fall 2014.

Responsibility for curriculum development and review rests with the faculty who, in cooperation with the campus and university administrators, define the elements necessary for approvals of changes to degree curricula, in accordance with the processes established by the Palmetto College Campuses Faculty Manual (see specifically, pp. 1 and 3).

The process of curricular change can be initiated by any faculty member, although it is normally initiated by the Academic Council, which is a committee of the faculty organization composed of the associate dean for academic affairs and the chairs of the four academic divisions (Arts and Languages, Math & Science, Social Sciences, and Professional Studies). The proposed change is brought to the faculty for discussion and vote. If approved, the proposed change is forwarded to the Palmetto College Campuses faculty senate for consideration.

Sumter

The USC Sumter mission statement states that the institution "awards the Associate in Arts and the Associate in Sciences degrees and provides for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery structures with other USC System institutions". While the established degree requirements stated in the Academic Bulletin allow for appropriate flexibility, the Carolina Core curriculum guides the offerings of USC Sumter for the fulfillment of general education requirements for baccalaureate degrees at USC Columbia, with whom it is accredited (see Academic Programs - Associate Degree Programs).

The curriculum is constantly reviewed, and revisions are made when necessary. The most recent revision was in 2013, when a common curriculum for the A.A. and A.S. degree programs was adopted by all the regional Palmetto College campuses. Full implementation took place fall 2014.

Responsibility for curriculum development and review rests with the faculty who, in cooperation with the campus and university administrators, define the elements necessary for approvals of changes to degree curricula, in accordance with the processes established by the Palmetto College Campuses Faculty Manual (see specifically, pp. 1 and 3)

Suggestions for new programs or changes to the existing USC Sumter Associate's Degree programs are initiated by the Academic Planning Committee at the request of the Faculty Organization. Upon completion of the changes and approval by the Faculty Organization, they are sent to the Associate Dean of Academic and Student Affairs and then to the Campus Dean for their review and approval. If approved, the Campus Dean then forwards them to the Palmetto College Faculty Senate.

Union

The USC Union mission statement states that the institution "awards the Associate in Arts and the Associate in Sciences degrees and provides for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery structures with other USC System institutions". While the established degree requirements stated in the Academic Bulletin allow for appropriate flexibility, the Carolina Core curriculum guides the offerings of USC Union for the fulfillment of general education requirements for baccalaureate degrees at USC Columbia, with whom it is accredited (see Academic Programs - Associate Degree Programs).

The curriculum is constantly reviewed, and revisions are made when necessary. The most recent revision was in 2013, when a common curriculum for the A.A. and A.S. degree programs was adopted by all the regional Palmetto College campuses. Full implementation took place fall 2014.

Responsibility for curriculum development and review rests with the faculty who, in cooperation with the campus and university administrators, define the elements necessary for approvals of changes to degree curricula, in accordance with the processes established by the Palmetto College Campuses Faculty Manual (see specifically, pp. 1 and 3).

Suggestions for new programs or changes to the existing USC Union Associate's Degree programs are initiated by the Academic Affairs Committee at the request of the Faculty Organization. Upon completion of the changes and approval by the Faculty Organization, they are sent to the Associate Dean and then to the Campus Dean for their review and approval. If approved, the Campus Dean then forwards them to the Palmetto College Faculty Senate.

Sources

- Academic Programs - Lancaster Campus - Acalog ACMS™
- Academic Programs - Salkehatchie Campus - Acalog ACMS™
- Academic Programs - Sumter Campus - Acalog ACMS™
- Academic Programs - Union Campus - Acalog ACMS™
- Accreditation Review Schedule
- Palmetto College Faculty Manual 2016
- ProvostProgRvwMemo
- USC Lancaster Mission Statement BOT approved 24 June 2016
- USC Salkehatchie Mission Statement BOT approved 24 June 2016
- USC Sumter Mission Statement BOT approved 24 June 2016
- USC Union Mission Statement BOT approved 24 June 2016

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