October 14, 2016

<u>UNIVERSITY CURRICULUM COMMITTEE – 2016-2017</u>
Dr. William K. Vencill, Chair
Agricultural and Environmental Sciences – Dr. Elizabeth Little
Arts and Sciences -   Dr. Sujata Iyengar (Arts)
                                    Dr. Rodney Mauricio (Sciences)
Business - Dr. Myra L. Moore
Ecology – Dr. Sonia Altizer
Education - Dr. Seock-Ho Kim
Engineering - Dr. Sudhagar Mani
Environment and Design - Mr. David Spooner
Family and Consumer Sciences - Dr. Patricia Hunt-Hurst
Forestry and Natural Resources - Dr. John C. Maerz
Journalism and Mass Communication - Dr. Alison F. Alexander
Law - Ms. Elizabeth Weeks Leonard
Pharmacy – Dr. Robin Southwood
Public and International Affairs - Dr. Robert Grafstein
Public Health – Dr. Anne Marie Zimeri
Social Work - Dr. David O. Okech
Veterinary Medicine - Dr. Kira L. Epstein
Graduate School - Dr. Timothy L. Foutz
Ex-Officio - Provost Pamela S. Whitten
Undergraduate Student Representative – Ms. Gabrielle Roth
Graduate Student Representative – Ms. Ashley E. Fallaize

Dear Colleagues:

The attached proposal to revise Academic Affairs Policy Statement No. 16, Dual Degree Programs, will be an agenda item for the October 21, 2016, Full University Curriculum Committee meeting.

Sincerely,

William K. Vencill, Chair
University Curriculum Committee

cc: Provost Pamela S. Whitten
           Dr. Rahul Shrivastav

Executive Committee, Benefits Committee, Committee on Facilities, Committee on Intercollegiate Athletics, Committee on Statutes, Bylaws, and Committees, Committee on Student Affairs, Curriculum Committee, Educational Affairs Committee, Faculty Admissions Committee, Faculty Affairs Committee, Faculty Grievance Committee, Faculty Post-Tenure Review Appeals Committee, Faculty/ Staff Parking Appeals Committee, Strategic Planning Committee, University Libraries Committee, University Promotion and Tenure Appeals Committee
An Equal Opportunity/Affirmative Action Institution

DUAL DEGREE PROGRAMS

Academic Affairs Policy Statement No. 16

1. References

   a. Academic Affairs Handbook, Board of Regents, University System of Georgia, July 1987.

   b. Bylaws of the University Council of the University of Georgia, 1988.

   c. Degrees, Policy Manual Section 3.8, Board of Regents, University System of Georgia

   d. Program Length, Core Requirement 2.7.1 and Federal Requirement 4.4, Resource Manual, Southern Association of Colleges and Schools Commission on Colleges

   e. Dual Degrees, Academic Affairs Handbook Section 2.3.9, Board of Regents, University System of Georgia

   f. Agreements Involving Joint and Dual Academic Awards, Southern Association of Colleges and Schools Commission on Colleges, 2012

   g. Program Coherence, Core requirement 2.7.2, Resource Manual, Southern Association of College and Schools Commission on Colleges

   h. Integrity of Undergraduate Programs, Southern Association of Colleges and Schools Commission on Colleges Policy Statement

   i. Post-baccalaureate degree rigor, Comprehensive Standard 3.6.1, Southern Association of Schools and Colleges Commission on Colleges

2. Policy

Policy and implementing guidance outlined herein are applicable to all dual degree programs. No provisions stated herein are intended to conflict with the Bylaws of the University of Georgia or the Academic Affairs Handbook of the Board of Regents.

3. Definition

Formal Dual Degree Program
A dual degree program is a combination of two separate approved degree programs including; undergraduate/undergraduate, undergraduate/graduate, graduate/graduate, and graduate/professional. Upon completion of a dual degree program, a student will be conferred with the two separate degrees included in the dual degree program. This does not preclude individual students from completing multiple degrees.

This policy applies both to dual degrees within the University of Georgia and to agreements between the University of Georgia and another degree granting institution of higher education. When an agreement exists to offer a dual degree program between the University of Georgia and another institution, each institution will award a separate program completion credential that bears only its name, seal and signature.

4. Responsibility

a. <u>Faculty</u>

The responsibility for developing a new dual degree program resides with the faculty in each academic unit. Such proposals should be submitted when faculty identifies a need or an interest that is best served by offering two degree programs in a dual degree program.

b. <u>Administrative</u>

It shall be the responsibility of each school or college to ensure that all proposals receive appropriate faculty review prior to submission to the next higher administrative level. Both the head of the academic unit and the appropriate dean of each school or college submitting a proposal must review the proposal before it is submitted to the next higher administrative level. The Senior Vice President for Academic Affairs and Provost shall be responsible for reviewing proposals and providing any needed internal and external coordination of procedures. This shall include making appropriate recommendations to the President of the University on program proposals which are transmitted to the Board of Regents for information. The Office of the Senior Vice President for Academic Affairs and Provost shall keep unit (institute, department, school, or college) heads informed of the current status of proposals as they move through the review stages required by governance procedures.

5. Routing of Proposals

Establishment of a dual degree program proposal should begin with the academic units offering the majors included in the dual degree program proposal. After the proposal is approved by the dean of each school or college, it is submitted to the Senior Vice President for Academic Affairs and Provost. Dual degree program proposals including graduate programs must first be reviewed by the Dean of the Graduate School who will then forward them to the Senior Vice President for Academic Affairs and Provost. Dual degree program proposals will be reviewed by the University Curriculum Committee and subsequently forwarded with a recommendation to the University Council for consideration. University Council recommendations on proposals are forwarded to the Senior Vice President for Academic Affairs and Provost who will transmit the same to the President of the University for consideration. After approval by the President of the University of Georgia, dual degree program proposals will be forwarded to the Office of the Chancellor, Board of Regents, for information.

6. Process

a. <u>Undergraduate/Undergraduate Dual Degree Programs</u>
Courses may count in more than one undergraduate program of study.

b. <u>Bachelors/ Masters Dual Degree Programs</u>
A maximum of 12 credit hours of graduate coursework (6000-7999) may be counted towards an undergraduate degree and also used to satisfy requirements for a graduate degree program of study. The resulting dual degrees will consist of 120 credit hours counted towards the undergraduate degree and 30 credit hours counted towards the graduate degree, with up to 12 credit hours of overlapping graduate coursework

Graduate courses counted towards the undergraduate degree must be appropriate for that degree program, consistent with <u>SACSCOC core requirement 2.7.2</u> requirement that degree programs embody a coherent course of study and the <u>SACSCOC Policy on Quality and Integrity of Undergraduate Degrees</u>. Conversely, the integrity of the graduate program must be maintained, despite inclusion of dual bachelors/ masters students in graduate courses, per <u>SACSCOC Comprehensive Standard 3.6.1 (Post-baccalaureate Program Rigor)</u>. Programs will set appropriate admissions standards to ensure that dual bachelors/ masters students are adequately prepared for graduate-level coursework.

c. Graduate/Graduate, Graduate/ Professional Dual Degree Programs
Graduate courses in excess of the 30-hour minimums may be counted in both graduate degrees in a dual degree program.

d. Graduate/Professional Dual Degree Programs
Courses may be used to satisfy the requirements for both professional degree and a graduate degree.

The University System of Georgia
Format for Dual Degree Program Proposal
(Submit original and three copies)

Dual degree program proposals include more than one degree. Please provide the following information for each unit involved.

- Institution(s)
- Date
- School(s)/College(s)/Division(s)/Institution(s)
- Departments
- Degrees to be offered
- Majors to be offered
- Starting date
- Signatures of department head(s), dean of school(s)/college(s)

- Program abstract
  Provide a summary of the proposed program. This section should include advantages to each respective degree program and impact on the University of Georgia. If a dual degree program is with another University System institution, describe the advantages to the University of Georgia.

- Objectives of the program
  List the program objectives and indicate how they are related to each respective degree program.

- Justification and need for the program
  - Indicate the benefits for offering the dual degree program.
  - Indicate the student demand for the dual degree program. What evidence exists of this demand?
  - Give any additional reasons that make offering the dual degree program desirable (i.e., to meet specific public or private sector needs).
  - Provide justification that the integrity of the two degrees is maintained when courses are used to satisfy requirements for both programs.

- Describe the process by which the proposed program was developed.

- Curriculum
  List the entire course of study required and recommended to complete the dual degree program. Give a sample program of study that might be followed by a representative student. Provide a copy of the existing approved requirements for each major involved in the dual degree program proposal.

- Administration
  - Describe how the proposed program will be administered within the structure of the institution.
  - Address how students will be admitted to the dual degree program. Explain how students will be advised once they are admitted to the program. Provide the name of a contact person for the program.

- Assessment
  Indicate the measures that will be taken to assess the effectiveness of the program and the learning outcomes of students enrolled.

- Fiscal and enrollment impact and estimated budget
  Indicate any fiscal impacts on each supporting degree program. If a dual degree program is with another University System institution, are there any negative fiscal impacts on the University of Georgia?