

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**

SUBJECT: ACADEMIC AFFAIRS

Policy 303.3 – Program Review

**Effective: May 20, 2005**

**Revised: November 16, 2007; Issued: December 3, 2007**

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**Board Policy:**

A. In order to ensure program quality and effective stewardship of resources, every campus of the Montana university system (MUS) shall conduct regular internal reviews of all of its academic programs. Those reviews shall include all programs listed in the “degree and program inventory” maintained by the office of the commissioner of higher education, and shall include options, minors not associated with a major, and certificates of more than 30 credits listed in the inventory.

B. This policy shall not apply to the three community colleges associated with the MUS. Internal program review will be left to the local governing boards of those institutions.

C. Each campus will review all of its programs at least once every seven (7) years. The campuses will prepare a schedule of review for all of its programs, and file that schedule with the office of the commissioner of higher education. That schedule will be updated, when new programs are added to each campus’ program offerings. In preparing the schedule, the campuses may use program accreditation reviews to satisfy the provisions of this policy, and the self-study prepared for that accreditation visit will serve as the internal review expected under this policy.

D. Each campus will report the results of its internal program review, for the preceding year, at the November meeting of the Montana board of regents. Those reports will focus especially on the decisions associated with the future of each program, following its review.

E. The report submitted to the Montana board of regents, under section D, shall include graduation numbers and student major numbers for each of the last seven (7) years for every program under review.

F. Upon receipt of the annual report, the Montana board of regents has the authority to ask for additional information, to justify the campus decision concerning a particular program. The board also has the authority to change the decision made by an individual campus, based on its internal program review process.

History:

Item 2-001-R0973 (Revised), October 19, 1973; Board of Regents of Higher Education, Minutes October 24, 1975, as amended October 28, 1977; Memo from I. E. Dayton to Curriculum Committee, October 18, 1977, entitled “Academic Program Review”; as revised November 18, 1999 (Item 104-103-R0999). Revised May 20, 2005 (Item 127-108-R0505), policy revisions, format change. Revised January 9, 2007 for minor editorial change. Revised November 16, 2007 (Item 137-102-R1107 | Supporting Material).