

Executive Summary

Blueprint for Academic Excellence Academic Programs AY2021-2022

Highlights

The Office of Academic Programs (OAP) serves as a support unit for administrators, faculty and staff. The Office assists these stakeholders through the academic program & curricula management process and in the understanding/implementation of academic institutional policies/procedures; provides assistance as program actions are directed through applicable governing bodies; and maintains institutional, programmatic, state and federal compliance guidelines pertaining to state authorization, Professional Licensure, and Academic Common Market.

Mission Statement

The Office of AP's mission is to assist stakeholders through the academic program & curricula management process; support academic institutional policies/procedures; direct institutional academic program actions through applicable governing bodies (BOT, CHE, SACSCOC); maintain programmatic/state/federal compliance guidelines; and manage the administration of ACM processes & guide participants through the process for receiving/maintaining ACM.

Vision Statement

Updated: 03/08/2019

Values Statement

Updated: 03/08/2019

Updated: 03/08/2019

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Goals - Looking Back

No goals have been entered for this section.

Goals - Real Time

Goals for the current Academic Year.

Goal 1 - Manage Process of Academic Program Actions Through Governing Bodies

Goal Statement	Collaborate with the Offices of the Provost, General Counsel and President to direct institutional academic program actions through all applicable governing bodies: Board of Trustees (BOT), Commission on Higher Education (CHE), and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to collaborate with faculty governance and facilitate proposals to the Offices of the Provost and President to direct institutional academic program actions through all applicable internal and external governing bodies: Faculty Governance; Board of Trustees (BOT), Commission on Higher Education (CHE), and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is aligned with the Office's mission to direct institutional academic program actions through applicable governing bodies.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Maintain academic program compliance with university/BOT/CHE/SACSCOC policies/procedures. • Track program actions processed through the university, BOT, CHE, & SACSCOC, including new programs, program modifications, terminations & international/domestic contracts. • Ensure the BOT Annual New Program Review reporting process is completed. • Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC
Achievements	<ul style="list-style-type: none"> • On-Boarded new APLs and new faculty. • Disseminated newsletters to inform APLs about important deadlines, data reporting and other pertinent information. • Improved and will continue to improve the BOT Annual New Program Review reporting process/documentation. • Worked with Office of Registrar to implement CourseLeaf catalog system and clean up the bulletin in preparation for the Curriculum Management System implementation. • Working with the Office of the Registrar to implement a new program approval system, CourseLeaf Curriculum Management System (CIM), which will populate the Bulletin.

Goals - Real Time

	<ul style="list-style-type: none"> Coordinated the following program actions submitted through applicable governing body (data from Summer 2019-present): Board of Trustees - 54; Commission on Higher Education - 50; and SACSCOC prospectus/notification - 5
Resources Utilized	<ul style="list-style-type: none"> Academic Program Proposal System (APPS)/CourseLeaf Board of Trustees' Staff Director of Information Resources IBM/CourseLeaf Staff Global Carolina Mobility System Graduate Students/Student Workers Office of Academic Programs Staff Office of Institutional Research, Assessment and Analytics Website (OU campus)
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> Maintain academic program compliance with university/BOT/CHE/SACSCOC policies/procedures. Track program actions processed through the university, BOT, CHE, & SACSCOC including new programs, program modifications, terminations & international/domestic contracts. Ensure the BOT Annual New Program Review reporting process is completed. Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC.
Goal Upcoming Plans	<p>OAP will continue to:</p> <ul style="list-style-type: none"> Maintain academic program compliance with University/BOT/CHE/SACSCOC policies/procedures. Track program actions processed through the university, BOT, CHE, & SACSCOC including new programs, program modifications, terminations & international/domestic contracts. Ensure the BOT Annual New Program Review reporting process is completed. Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC. Onboard new APLs and faculty. Share pertinent information with all stakeholders.
Resources Needed	<ul style="list-style-type: none"> Academic Program Proposal System (APPS)/CourseLeaf Board of Trustees' Staff Director of Information Resources IBM/CourseLeaf Staff Global Carolina Mobility System Graduate Students/Student Workers Office of Academic Programs Staff Office of Institutional Research, Assessment and Analytics

Goals - Real Time

	<ul style="list-style-type: none">• Website (OU Campus)
Goal Notes	

Goals - Real Time

Goal 2 - State Authorization and Professional Licensure Compliance

Goal Statement	Maintain institutional, programmatic, state and federal compliance guidelines pertaining to the scope of the Office of AP.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	To goal to maintain institutional, programmatic, state and federal compliance guidelines pertaining to the scope of the Office of Academic Programs is aligned with the Office's mission to maintain programmatic/state/federal compliance guidelines.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Maintain compliance with programmatic, state and federal guidelines (e.g., SARA and PL) and report DL and site data required by IPEDS/SARA. • Update lists that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Update DOE disclosures, report on/notify students and coordinate with Graduate School/colleges/schools' to ensure webpages are standardized. • Monitor DOE website for regulations regarding compliance. • Provide transparent guidelines and procedures through OAP webpages.
Achievements	<ul style="list-style-type: none"> • Completed the SARA renewal. • Completed UofSC DL and site data report. • Collaborating with Associate Vice President Planning, Assessment & Innovation to include DL and site data in the database being developed. • Revised PL webpage to meet new regulation regarding disclosures effective July 1, 2020.
Resources Utilized	<ul style="list-style-type: none"> • Office of Academic Programs Staff • Office of Institutional Research, Assessment, and Analytics. • Website (OU Campus) • Academic Program Liaisons (APLs)
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Maintain state authorization (SARA) and professional licensure (PL) compliance data & work w/ OIRAA to report distributed learning

Goals - Real Time

	<p>(DL) and site data required by IPEDS/SARA.</p> <ul style="list-style-type: none"> • Update list of programs that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Monitor DOE site for any updates about Gainful Employment disclosures and, if required, will work w/ Financial Aid to report on/notify students & ensure Graduate School/colleges/schools' webpages are standardized with information per federal Dept. of Ed.
<p>Goal Upcoming Plans</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Maintain state authorization (SARA) and professional licensure (PL) compliance data & work w/ OIRAA to report distributed learning (DL) and site data required by IPEDS/SARA. • Update list of programs that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Monitor DOE site for any updates about Gainful Employment disclosures and, if required, will work w/ Financial Aid to report on/notify students & ensure Graduate School/colleges/schools' webpages are standardized with information per federal Dept. of Ed. <p>OAP plans to:</p> <ul style="list-style-type: none"> • Increase knowledge of state authorization, PL, and increase of online programs and sites through membership in the State Authorization Network. • Continue to improve the efficient and accurate collection of site data through collaboration with academic units.
<p>Resources Needed</p>	<ul style="list-style-type: none"> • Office of Academic Programs Staff • Office of Institutional Research, Assessment, and Analytics. • Website (OU Campus) • APLs
<p>Goal Notes</p>	

Goals - Real Time

Goal 3 - Administration of ACM and Assist ACM Students

Goal Statement	Manage the administration of Academic Common Market (ACM) processes at various levels and guide participants through the process for receiving and maintaining ACM.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Cultivate a more diverse, equitable, and inclusive campus culture where every individual, regardless of background, has the full opportunity to flourish and thrive. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to manage the administration of Academic Common Market (ACM) processes at various levels and guide participants through the process for receiving and maintaining ACM is aligned with the mission of the Office of Academic Programs.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors. • Manage participation in ACM & track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to ACM guidelines. • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM.
Achievements	<ul style="list-style-type: none"> • Developed an ACM appeals Committee and are creating processes for appeals. • Revised procedures to better monitor student enrollment in ACM programs. • Completed comparison of programs nominated for inclusion in ACM. • Consolidated resource accounts to use one for ACM (ACMINFO). • Changed the process for students to obtain a letter confirming enrollment in an eligible major. OAP issues the letter after confirming enrollment for a more efficient, timely and streamlined process. • Received access to EAB which makes it easier to complete ACM audits. • Implemented an internal process instead of surveying each college for ACM enrollment information. • ACM data is attached
Resources Utilized	<ul style="list-style-type: none"> • ACM Appeals Committee

Goals - Real Time

	<ul style="list-style-type: none"> • Office of Academic Programs Staff • Office of the Bursar • Office of Financial Aid and Scholarships • Office of Institutional Research, Assessment and Analytics • Office of the Registrar • University Advisor’s Network (UAN) • Website (OU Campus)
<p>Goal Continuation</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors and track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to ACM guidelines. • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM.
<p>Goal Upcoming Plans</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors and track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to ACM guidelines. • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM. <p>OAP plans to:</p> <ul style="list-style-type: none"> • Meet with colleges and schools and the University Advising Center to increase ACM applications and provide policy information. • Convene the ACM appeals committee to provide guidance and make appeals decisions. • Continue to ACM processes and improve data tracking and reporting.
<p>Resources Needed</p>	<ul style="list-style-type: none"> • ACM Appeals Committee • Office of Academic Programs Staff • Office of the Bursar • Office of Financial Aid and Scholarships • Office of Institutional Research, Assessment and Analytics

Goals - Real Time

	<ul style="list-style-type: none">• Office of the Registrar• University Advisor's Network (UAN)• Website (OU Campus)
Goal Notes	

Goals - Real Time

Goal 4 - Manage program and curricula process and uphold academic institutional policies/procedures

Goal Statement	Manage program and curricula process and uphold academic institutional policies/procedures.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to manage program and curricula process and uphold academic institutional policies/procedures is aligned with the mission of the Office of Academic Programs to assist stakeholders through the academic program and curricula management process; support academic institutional policies/procedures; and direct institutional academic program actions through applicable governing bodies.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Manage academic program/curricula actions through faculty governance/CHE/SACS successfully. • Serve as portal for program review for new/modified programs. • Continue to improve the BOT Annual New Program Review reporting process/documentation. • Pursue upgrades to APPS features and work to implement the new CourseLeaf system for curricula/bulletin integration. • Review international/domestic contracts for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
Achievements	<ul style="list-style-type: none"> • Completed review of the program inventory. • Worked with the Registrar's Office to clean up the Bulletin. • Attended the SACSCOC Annual Meeting. • Suggested revisions to ACAF policies: ACAF 2.02, 2.03, 2.05, and 2.06. • Developed new ACAF policy for the evaluation of transfer credit. • Managed the following actions through the program and curricula process (data from Summer 2019-present): <ul style="list-style-type: none"> ◦ New Carolina Core - 9 proposals ◦ Change Carolina Core - 17 proposals ◦ New Course - 176 proposals ◦ Change Course - 319 proposals ◦ Change Course (delivery only) - 46 proposals ◦ Terminate Course -91proposals ◦ New Program - 6 proposals ◦ Change Program - 106 proposals ◦ Terminate Program - 6 proposals ◦ Board of Trustees - 54 proposals ◦ Commission on Higher Education - 50 proposals

Goals - Real Time

	<ul style="list-style-type: none"> ◦ SACSCOC prospectus/notification - 5 proposals
Resources Utilized	<ul style="list-style-type: none"> • APPS/New CourseLeaf System/IBM • Board of Trustees staff • Director of Information Resources • Provost • Vice Provost and Dean of The Graduate School • Vice Provost and Dean of Undergraduate Studies • Office of Academic Programs Staff • Office of Institutional Research, Assessment and Analytics • Website (OU Campus) • APLs
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage increased numbers of academic program/curricula actions through faculty governance/CHE/SACS successfully. • Maintain Program Inventory for use by a variety of entities. • Serve as portal for program review for new/modified programs. • Continue the BOT Annual New Program Review reporting process/documentation. • Manage APPS and work to implement the new CourseLeaf system for curricula/bulletin integration. • Manage program and curricula process and uphold academic institutional policies/procedures. • Review domestic contracts and international agreements related to academic programs for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
Goal Upcoming Plans	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage increased numbers of academic program/curricula actions through faculty governance/CHE/SACS successfully. • Maintain Program Inventory for use by a variety of entities. • Serve as portal for program review for new/modified programs. • Continue the BOT Annual New Program Review reporting process/documentation. • Manage APPS and work to implement the new CourseLeaf system for curricula/bulletin integration. • Manage program and curricula process and uphold academic institutional policies/procedures. • Review domestic contracts and international agreements related to academic programs for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
Resources Needed	<ul style="list-style-type: none"> • APPS/New CourseLeaf System/IBM • Board of Trustees staff • Director of Information Resources • Provost

Goals - Real Time

	<ul style="list-style-type: none">• Vice provost and Dean of The Graduate School• Vice Provost and Dean of Undergraduate Studies• Office of Academic Programs Staff• Office of Institutional Research, Assessment and Analytics• Website (OU Campus)
Goal Notes	

Goals - Looking Ahead

Goals for the next Academic Year.

Goal 1 - Manage Process of Academic Program Actions Through Governing Bodies

Goal Statement	Collaborate with the Offices of the Provost, General Counsel, and President to direct institutional academic program actions through all applicable governing bodies: Board of Trustees (BOT), Commission on Higher Education (CHE), and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to collaborate with the faculty governance and facilitate proposals to the Offices of the Provost and President to direct institutional academic program actions through all applicable internal and external governing bodies: Board of Trustees (BOT), Commission on Higher Education (CHE), and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is aligned with the Office of Academic Programs' mission to direct institutional academic program actions through applicable governing bodies.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Maintain academic program compliance with university/BOT/CHE/SACSCOC policies/procedures. • Track program actions processed through the university, BOT, CHE, & SACSCOC including new programs, program modifications, terminations & international/domestic contracts. • Ensure the BOT Annual New Program Review reporting process is completed. • Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC.
Achievements	Progress Ongoing
Resources Utilized	<ul style="list-style-type: none"> • Academic Program Proposal System (APPS)/CourseLeaf • Board of Trustees' Staff • Director of Information Resources • IBM/CourseLeaf Staff • Global Carolina Mobility System • Graduate Students/Student Workers • Office of Academic Programs Staff • Office of Institutional Research, Assessment and Analytics. • Website (OU Campus)
Goal Continuation	OAP will continue to:

Goals - Looking Ahead

	<ul style="list-style-type: none"> • Maintain academic program compliance with University/BOT/CHE/SACSCOC policies/procedures. • Track program actions processed through the university, BOT, CHE, & SACSCOC including new programs, program modifications, terminations & international/domestic contracts. • Ensure the BOT Annual New Program Review reporting process is completed. • Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC.
<p>Goal Upcoming Plans</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Maintain academic program compliance with University/BOT/CHE/SACSCOC policies/procedures. • Track program actions processed through the university, BOT, CHE, & SACSCOC including new programs, program modifications, terminations & international/domestic contracts. • Ensure the BOT Annual New Program Review reporting process is completed. • Assist Office of Institutional Research, Assessment & Analytics with information pertaining to SACSCOC. <p>OAP will also:</p> <ul style="list-style-type: none"> • Use APL newsletters to deliver pertinent information • Continue APL and new faculty on-boarding process
<p>Resources Needed</p>	<ul style="list-style-type: none"> • Academic Program Proposal System (APPS)/CourseLeaf • Board of Trustees' Staff • Director of Information Resources • IBM/CourseLeaf Staff • Global Carolina Mobility System • Graduate Students/Student Workers • Office of Academic Programs Staff • Office of Institutional Research, Assessment and Analytics • Website (OU Campus)
<p>Goal Notes</p>	

Goals - Looking Ahead

Goal 2 - State Authorization and Professional Licensure Compliance

Goal Statement	Maintain institutional, programmatic, state and federal compliance guidelines pertaining to the scope of the Office of AP.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to maintain institutional, programmatic, state and federal compliance guidelines pertaining to the scope of the Office of Academic Programs is aligned with the Office's mission to maintain programmatic/state/federal compliance guidelines.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Maintain compliance with programmatic, state and federal guidelines (e.g., SARA and PL) and report DL and site data required by IPEDS/SARA. • Update lists that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Update DOE disclosures, report on/notify students and coordinate with Graduate School/colleges/schools' to ensure webpages are standardized. • Monitor DOE website for regulations regarding compliance. • Provide transparent guidelines and procedures through OAP webpages.
Achievements	Progress Ongoing
Resources Utilized	<ul style="list-style-type: none"> • Office of Academic Programs Staff • Office of Institutional Research, Assessment, and Analytics. • Website (OU Campus)
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Maintain state authorization (SARA) and professional licensure (PL) compliance data & work w/ OIRAA to report distributed learning (DL) and site data required by IPEDS/SARA. • Update list of programs that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Monitor DOE site for any updates about Gainful Employment disclosures and, if required, will work w/ Financial Aid to report on/notify students & ensure Graduate School/colleges/schools'

Goals - Looking Ahead

	webpages are standardized with information per federal Dept. of Ed.
Goal Upcoming Plans	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Maintain state authorization (SARA) and professional licensure (PL) compliance data & work w/ OIRAA to report distributed learning (DL) and site data required by IPEDS/SARA. • Update list of programs that trigger PL student notifications. • Coordinate with colleges/service units to collect and use site data. • Maintain and grow PL database & ensure college website compliance. • Renew SARA & track states where USC-C is authorized/exempt. • Monitor DOE site for any updates about Gainful Employment disclosures and, if required, will work w/ Financial Aid to report on/notify students & ensure Graduate School/colleges/schools' webpages are standardized with information per federal Dept. of Ed. <p>OAP plans to:</p> <ul style="list-style-type: none"> • Increase knowledge of state authorization, PL, and increase of online programs and sites through membership in the State Authorization Network. • Continue to improve the efficient and accurate collection of site data through collaboration with academic units.
Resources Needed	<ul style="list-style-type: none"> • Office of Academic Programs Staff • Office of Institutional Research, Assessment, and Analytics. • Website (OU Campus)
Goal Notes	

Goals - Looking Ahead

Goal 3 - Administration of ACM and Assist ACM Students

Goal Statement	Manage the administration of Academic Common Market (ACM) processes at various levels and guide participants through the process for receiving and maintaining ACM.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Cultivate a more diverse, equitable, and inclusive campus culture where every individual, regardless of background, has the full opportunity to flourish and thrive. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to manage the administration of Academic Common Market (ACM) processes at various levels and guide participants through the process for receiving and maintaining ACM is aligned with the mission of the Office of Academic Programs.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors. • Manage participation in ACM & track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to ACM guidelines. • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM.
Achievements	Progress Ongoing
Resources Utilized	<ul style="list-style-type: none"> • ACM Appeals Committee • Office of Academic Programs Staff • Office of the Bursar • Office of Financial Aid and Scholarships • Office of Institutional Research, Assessment and Analytics • Office of the Registrar • University Advisor’s Network (UAN) • Website (OU Campus)
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors and track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to

Goals - Looking Ahead

	<p>ACM guidelines</p> <ul style="list-style-type: none"> • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM.
<p>Goal Upcoming Plans</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage ACM to increase enrollments/retention in eligible majors. • Manage participation in ACM & track data. • Communicate ACM policy changes & alert students of ACM matters. • Communicate with various stakeholders to ensure adherence to ACM guidelines. • Complete/track SREB-initiated/annual ACM program comparisons. • Develop and/or update content for website & create a user-centric environment. • Revise/implement appropriate policies/processes that govern ACM. <p>OAP plans to:</p> <ul style="list-style-type: none"> • Meet with colleges and schools and the University Advising Center to increase ACM applications and provide policy information. • Convene the ACM appeals committee to provide guidance and make appeals decisions. • Continue to ACM processes and improve data tracking and reporting.
<p>Resources Needed</p>	<ul style="list-style-type: none"> • ACM Appeals Committee • Office of Academic Programs Staff • Office of the Bursar • Office of Financial Aid and Scholarships • Office of Institutional Research, Assessment and Analytics • Office of the Registrar • University Advisor’s Network (UAN) • Website (OU Campus)
<p>Goal Notes</p>	

Goals - Looking Ahead

Goal 4 - Manage program and curricula process and uphold academic institutional policies/procedures

Goal Statement	Manage program and curricula process and uphold academic institutional policies/procedures.
Linkage to University Goal	<ul style="list-style-type: none"> • Attract, inspire, challenge and enable our students to become innovative thinkers and transformative leaders. • Cultivate a more diverse, equitable, and inclusive campus culture where every individual, regardless of background, has the full opportunity to flourish and thrive. • Harness the power, attributes and institutional diversity of an integrated and interoperative university system that enhances access, success and affordability for every eligible SC student.
Alignment with Mission, Vision, and Values	The goal to manage program and curricula process and uphold academic institutional policies/procedures is aligned with the mission of the Office of Academic Programs to assist stakeholders through the academic program & curricula management process; support academic institutional policies/procedures; and direct institutional academic program actions through applicable governing bodies.
Status	Progressing as expected (multi-year goal)
Action Plan	<ul style="list-style-type: none"> • Manage academic program/curricula actions through faculty governance/CHE/SACS successfully. • Serve as portal for program review for new/modified programs. • Continue to improve the BOT Annual New Program Review reporting process/documentation. • Pursue upgrades to APPS features & work to implement the new CourseLeaf system for curricula/bulletin integration. • Review international/domestic contracts for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
Achievements	Progress Ongoing
Resources Utilized	<ul style="list-style-type: none"> • APPS/New CourseLeaf System/IBM • Board of Trustees staff • Director of Information Resources • Provost • Vice provost and Dean of The Graduate School • Vice Provost and Dean of Undergraduate Studies • Office of Academic Programs Staff • Office of Institutional Research, Assessment and Analytics • Website (OU Campus) • APLs
Goal Continuation	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage increased numbers of academic program/curricula actions

Goals - Looking Ahead

	<p>through faculty governance/CHE/SACS successfully.</p> <ul style="list-style-type: none"> • Maintain Program Inventory for use by a variety of entities. • Serve as portal for program review for new/extensively modified programs. • Continue to improve the BOT Annual New Program Review reporting process/documentation. • Manage APPS and work to implement the new CourseLeaf system for curricula/bulletin integration. • Manage program and curricula process and uphold academic institutional policies/procedures. • Review domestic contracts and international agreements related to academic programs for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
<p>Goal Upcoming Plans</p>	<p>OAP will continue to:</p> <ul style="list-style-type: none"> • Manage increased numbers of academic program/curricula actions through faculty governance/CHE/SACS successfully. • Maintain Program Inventory for use by a variety of entities. • Serve as portal for program review for new/extensively modified programs. • Continue to improve the BOT Annual New Program Review reporting process/documentation. • Manage APPS and work to implement the new CourseLeaf system for curricula/bulletin integration. • Manage program and curricula process and uphold academic institutional policies/procedures. • Review domestic contracts and international agreements related to academic programs for UofSC Columbia. • Update program review timeline. • Document accreditation/external reviews.
<p>Resources Needed</p>	<ul style="list-style-type: none"> • APPS/New CourseLeaf System/IBM • Board of Trustees staff • Director of Information Resources • Provost Office staff • Vice Provost and Dean of The Graduate School • Vice Provost and Dean of Undergraduate Studies • Office of Academic Programs Staff • Office of Institutional Research, Assessment and Analytics • APLs • Website (OU Campus)
<p>Goal Notes</p>	

Programs or Initiatives

Effective Programs or Initiatives

List your most effective programs/initiatives toward fulfillment of mission.

- APPS data Summer 2019 to date
 - New Carolina Core - 9 proposals
 - Change Carolina Core - 17 proposals
 - New Course - 176 proposals
 - Change Course - 319 proposals
 - Change Course (delivery only) - 46 proposals
 - Terminate Course - 91 proposals
 - New Program - 6 proposals
 - Change Program - 106 proposals
 - Terminate Program - 6 proposals
 - Board of Trustees - 54 proposals
 - Commission on Higher Education - 50 proposals
 - SACSCOC prospectus/notification - 5 proposals

Program Launches

List any programs/initiatives that were newly launched during the Academic Year or any programs/initiatives you would like to launch in the coming year(s). Describe the program/initiatives, provide financial requirements (including additional staff), and academic year in which you would launch. What key performance indicators are you utilizing to track the success of this program?

Consistent, reliable management with Academic Programs Proposal System (APPS).

Continued Academic Program Liaison Committee and APL Newsletter to disseminate pertinent information about course/program actions, deadlines and other topics.

Updated Professional Licensure (PL) and Supervised Learning Experiences (SLE) (previously Experiential Learning) webpages and college/school information to meet PL compliance as required by new regulations effective July 1, 2020.

Streamlined ACM processes, procedures and reporting.

Collaboration with colleges, Beyond the Classroom and Center for Integrative and Experiential Learning to collected site data to both ease SARA annual reporting and to automate usage of data and facilitate its use by more offices.

Program Terminations

List any programs that were newly terminated or discontinued during the Academic Year. Provide justification as to why the program was discontinued.

APPS data Summer 2019 to date

- Terminate Course - 91 proposals
- Terminate Program - 6 proposals

Program Rankings

List any nationally ranked or external recognition during the Academic Year. For each, provide the formal name of the program followed by the name of the organization that issued the ranking, the date of notification, effective date range, and any other relevant information.

Programs or Initiatives

Supplemental Info - Programs or Initiatives

Any additional information on Programs or Initiatives appears as 'Appendix 1. Programs or Initiatives' (bottom).

Initiatives and Fees

Initiatives

Describe any new initiatives your unit will need for the coming year.

Fees

List any new or changed fees that your unit has implemented or had to take on in the last academic year.

Community Engagement

Community Perceptions

Describe how your unit assesses community perceptions of your engagement, and how the unit assesses the impact of community engagement on students, faculty, community and the institution. Provide specific findings.

Collaborative effort with Office of Distributed Learning to donate to or volunteer for a charitable organization.

- SisterCare
- Epworth Children's Home
- St. Jude's Children's Hospital
- Pawmetto Lifeline
- Relay for Life
- Oliver Gospel Mission
- Breast Cancer Awareness
- United Way
- Harvest Hope Food Bank

Collaborations

Internal Collaborations

List your Unit's most significant internal collaborations and multidisciplinary efforts that are internal to the University. Details should be omitted; list by name only.

- Academic Program Liaisons
- Board of Trustees Staff
- Center for Teaching Excellence
- Director of Information Resources
- Curricula and Courses Committee
- Division of Information Technology
- Faculty Committee on Instructional Development
- Faculty Senate
- General Counsel
- Global Carolina
- Graduate Council
- Office of the Bursar
- Office of Distributed Learning
- Office of Financial Aid and Scholarships
- Office of Institutional Research, Assessment and Analytics
- Office of the President
- Office of the Provost
- Office of the Registrar
- University Advising Center
- University Advisor's Network (UAN)
- University Advising Committee
- Vice President for Information and Technology and Chief Information Officer
- Web Communications
- Vice Provost and Dean of The Graduate School
- Vice Provost and Dean of Undergraduate Studies
- Vice President for Research
- University Libraries

External Collaborations

List your Unit's most significant external collaborations and multidisciplinary efforts that are external to the University. Details should be omitted; list by name only.

- Commission on Higher Education (CHE)
- Education Advisory Board (EAB)
- IBM
- National Council for State Authorization Reciprocity Agreements (NC-SARA)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- Southern Regional Education Board (SREB)

Supplemental Info - Collaborations

Any additional information on Collaborations appears as 'Appendix 2. Collaborations' (bottom).

Campus Climate and Inclusion

Campus Climate and Inclusion

Activities the unit conducted that were designed to improve Campus, Climate, and Inclusion.

Concluding Remarks

Weaknesses and Plans for Improvement

What is your unit struggling with? What plans do you have to overcome the weakness that you have faced in the next academic year.

- Weakness: Limited number of staff to handle all assigned duties
 - Plans for Improvement: Hire additional staff is possible. Continue to streamline processes and look for efficiencies.

Key Issues

Identify key issues or potential challenges your unit will encounter this coming year and the steps you plan on initiating.

- Resolving APPS bugs and communicating restrictions within APPS
- Updating Academic Programs Inventory with appropriate documentation as we continue to transition to electronic files to implement CourseLeaf
- Working collaboratively with the Office of the Registrar to implement CourseLeaf to manage program and curricula process and integrate with the bulletin
- Ensuring ACM students are informed of the policies and repercussions of changing majors, declaring a second major, losing ACM, etc. ACM
- Collaborating with Associate Vice President Planning, Assessment & Innovation to collect site data to maintain state authorization and professional licensure compliance
- Monitoring changing federal regulations to maintain compliance Upholding academic institutional policies/procedures

Quantitative Outcomes

Explain any surprises regarding data provided in the quantitative outcomes modules throughout this report.

Cool Stuff

Describe innovations, happy accidents, good news, etc. that occurred within your unit not noted elsewhere in your reporting.

- Staff was able to pivot and effectively work remotely during the COVID-19 pandemic.
- Collaborated with CTE, DoIT, Office of Distributed Learning, and Office of Provost to develop the Keep Teaching page to help faculty move to remote and online/blended learning as a result of COVID-19.
- Assisted the Faculty Senate's ad hoc committee with its curricula improvement process.
- Summer 2019 - current, 94 courses have added 100% online web delivery

Appendix 1. Programs or Initiatives

Academic Common Market Program Data 2020

Data represents all certifications processed for enrolled students

Undergraduate Students Spring 2020 and Summer 2020

Total enrolled ACM Undergraduate Students Spring 2020: **1,038**

Total enrolled ACM Undergraduate Students Summer 2020: **1,042**

ACM Data	Spring 2020	Summer 2020
New ACM Certifications Processed	28	3

Undergraduate Students Spring 2020

New ACM Certifications by Academic Program Spring 2020

Number of Students	Academic Major	College
1	BAJMC Visual Communications	College of Information & Communications
1	BS Cardiovascular Technology	College of Arts & Sciences
2	BS Marine Science	College of Arts & Sciences
2	BS Retailing-Fashion Merchandising Concentration	College of HRSM
3	BS Retailing-Retail Management Concentration	College of HRSM
13	BS Sport and Entertainment Management	College of HRSM
1	BS Tourism Management	College of HRSM
5	BS Risk Management and Insurance	Darla Moore School of Business

New ACM Certifications by State Spring 2020

Number of Students	Home State
1	Delaware
3	Georgia
1	Kentucky
17	Maryland
1	Tennessee
5	Virginia

New ACM Certifications by College Spring 2020

Number of Students	College
1	College of Information & Communications
3	College of Arts & Sciences
5	Darla Moore School of Business
19	College of Hospitality, Retail and Sport Management

Undergraduate Students Summer 2020

New ACM Certifications by Academic Program Summer 2020

Number of Students	Academic Major	College
2	BS Cardiovascular Technology	College of Arts & Sciences
1	BS Sport and Entertainment Management	College of HRSM

New ACM Certifications by State Summer 2020

Number of Students	Home State
2	Georgia
1	Maryland

New ACM Certifications by College Summer 2020

Number of Students	College
2	College of Arts and Sciences
1	College of Hospitality, Retail and Sport Management

Graduate Students Spring and Summer 2020

Total enrolled ACM Graduate Students Summer and Spring 2020: **10**

All newly enrolled ACM Graduate Students Spring 2020 and Summer 2020: **1**

Number of ACM Certifications Processed Spring and Summer 2020

ACM Data	Spring 2020	Summer 2020
ACM Certifications Processed	0	1

New ACM Certifications by Academic Program Summer 2020

Number of Students	Academic Major	College
1	MLIS Library and Information Science	College of Information & Communications

New ACM Certifications by State Summer 2020

Number of Students	Home State
1	Virginia

New ACM Certifications by College Summer 2020

Number of Students	College
1	College of Information & Communications

Undergraduate Students Fall 2020

All enrolled ACM Undergraduate Students: **1,034**

ACM Data	Fall 2020
New ACM Certifications Processed	246

New ACM Certifications by Academic Program Fall 2020

Number of Students	Academic Major	College
1	BS Russian	College of Arts & Sciences
2	BAJMC Visual Communications	College of Information & Communications
47	BS Risk Management and Insurance	Darla Moore School of Business
15	BA Cardiovascular Technology	College of Arts & Sciences
3	BS Hospitality Management-Club Management Concentration	College of HRSM
35	BS Marine Science	College of Arts & Sciences
2	BS Public Health	Arnold School of Public Health
15	BS Retailing-Fashion Merchandising Concentration	College of HRSM
45	BS Retailing-Retail Management Concentration	College of HRSM
81	BS Sport and Entertainment Management	College of HRSM

New ACM Certifications by State Fall 2020

Number of Students	Home State
4	Delaware
59	Georgia
9	Kentucky
4	Louisiana
104	Maryland
1	Oklahoma
9	Tennessee
54	Virginia
2	West Virginia

New ACM Certifications by College Fall 2020

Number of Students	College
2	College of Information & Communications
51	College of Arts & Sciences
47	Darla Moore School of Business
144	College of Hospitality, Retail and Sport Management
2	Arnold School of Public Health

Graduate Students Fall 2020

Total enrolled ACM Graduate Students: **11**

All newly enrolled ACM Graduate Students Fall 2020: **2**

ACM Data	Fall 2020
ACM Certifications Processed	2

New ACM Certifications by Academic Program Fall 2020

Number of Students	Academic Major	College
2	MLIS Library and Information Science	College of Information & Communications

New ACM Certifications by State Fall 2020

Number of Students	Home State
2	Virginia

New ACM Certifications by College Fall 2020

Number of Students	College
2	College of Information & Communications

2020 Totals

All 2020 New Undergraduate ACM Certifications: **277 students**

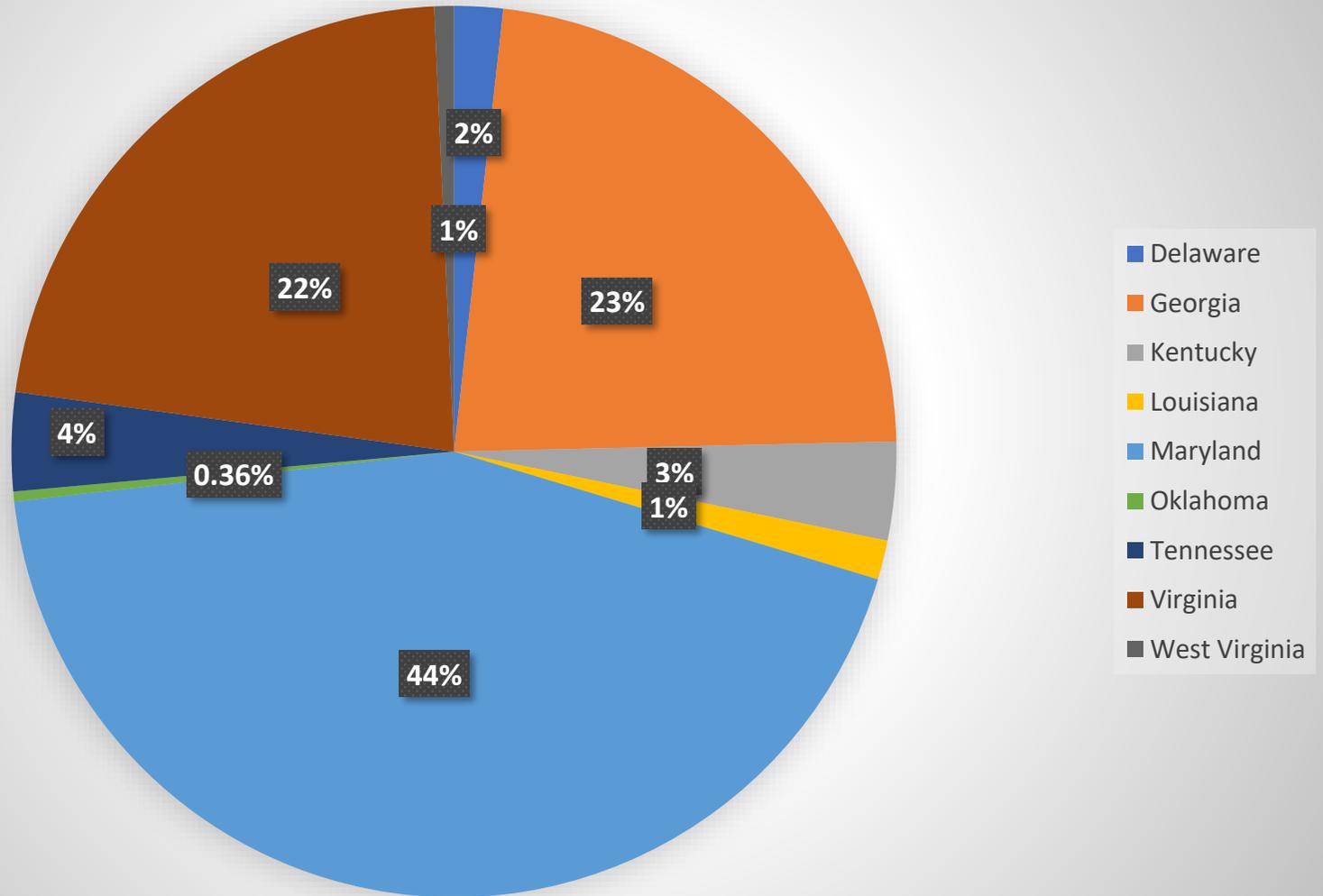
All 2020 New Graduate Student ACM Certifications: **3 students**

Total 2020 New ACM Certifications: 280 students

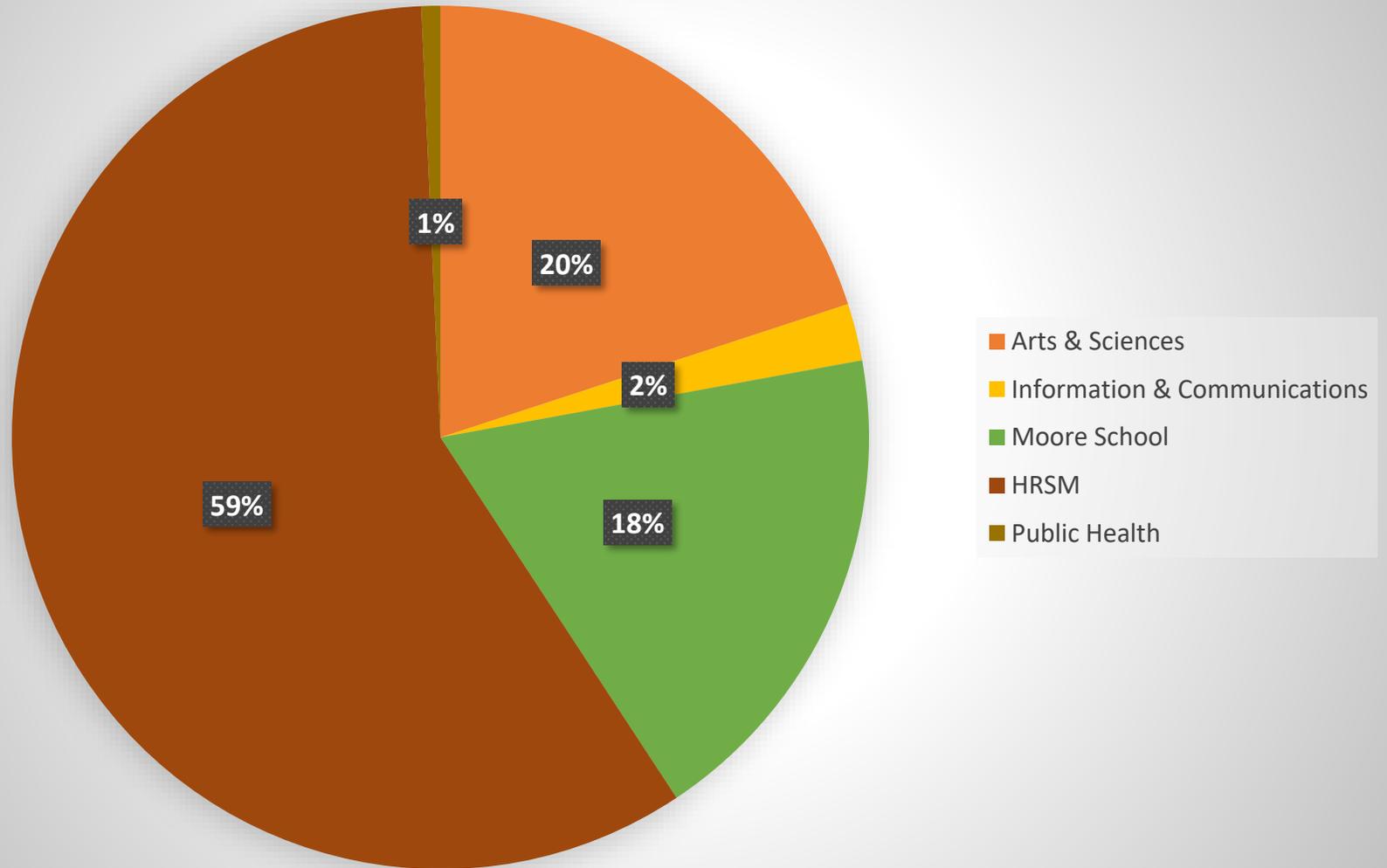
ACM Certifications Processed by UofSC Columbia 2010-2020



Percentage of New ACM Certifications by State 2020



Percentage of New ACM Certifications by College 2020



Appendix 2. Collaborations

Internal Collaborations

List your Unit's most significant collaborations and multidisciplinary efforts that are internal to the University. Details should be omitted; list by name only.

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- Board of Trustees Staff
- Center for Teaching Excellence
- Director of Information Resources
- Curricula and Courses Committee
- Division of Information Technology
- Faculty Committee on Instructional Development
- Faculty Senate
- General Counsel
- Global Carolina
- Graduate Council
- Office of the Bursar
- Office of Distributed Learning
- Office of Financial Aid and Scholarships
- Office of Institutional Research, Assessment and Analytics
- Office of the President
- Office of the Registrar
- University Advising Center
- University Advisor's Network (UAN)
- University Advising Committee
- Vice President for Information and Technology and Chief Information Officer
- Web Communications
- Vice Provost and Dean of The Graduate School
- Vice Provost and Dean of Undergraduate Studies
- Vice President for Research
- University Libraries

External Collaborations

List your Unit's most significant collaborations and multidisciplinary efforts that are external to the University. Details should be omitted; list by name only.

- Academic Partnerships (AP)
- Commission on Higher Education (CHE)
- Education Advisory Board (EAB)
- IBM
- National Council for State Authorization Reciprocity Agreements (NC-SARA)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- Southern Regional Education Board (SREB)