

## Coordinating Commission for Postsecondary Education Review of Existing Instructional Programs

**Institution:** \_\_\_\_\_ **Program:** \_\_\_\_\_

I certify the following:

- the information provided regarding this program is accurate
- the above named institution has in place a procedure for reviewing instructional programs
- such review took place and was presented to the institution's governing board on \_\_\_\_\_
- the governing board's action was: \_\_\_\_\_

Signed: \_\_\_\_\_ (Date)  
(Chief Academic Officer or designated representative)

### Evidence of Demand and Efficiency

#### Undergraduate Programs/Coursework (ONLY):

Academic Year:	16-17	17-18	18-19	19-20	20-21	5 yr avg
<b>Student Credit Hours (SCH)</b>						
<b>Faculty Full-time Equivalency (FTE)<sup>1</sup></b>						
<b>Instructional Full-time Equivalency (FTE)<sup>2</sup></b>						
<b>SCH/Faculty FTE<sup>1</sup></b>						
<b>SCH/Instructional Faculty FTE<sup>2</sup></b>						

<sup>1</sup> Faculty FTE defined as the headcount FTE of full-time (1.0 FTE) faculty with any percentage teaching appointment expectation.

<sup>2</sup> Faculty FTE defined as the apportioned instructional/teaching FTE (any faculty rank FTE devoted to instruction – i.e.: 0.8 FTE faculty member with 60% Teaching appointment = 0.48 Instructional faculty FTE).

#### All Programs (certificates, undergraduate and graduate degrees):

Academic Year:	16-17	17-18	18-19	19-20	20-21	5 yr avg
<b>Number of Degrees and Awards</b>  <i>(list degrees/awards separately)</i>						

**Evidence of Need** (provide a detailed explanation below or attach documentation)

**Justification if the program is below either or both CCPE thresholds—check one or more boxes and provide a detailed explanation or attach a document**

Program is critical to the role and mission of the institution (detailed explanation).

Program contains courses supporting general education or other programs (detailed explanation).

Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain).

Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

Program provides unique access to an underserved population or geographical area (explain).

Program meets a unique need in the region, state, or nation (explain).

Program is newly approved within the last five years (no additional justification needed).

Other (detailed explanation).