UNIVERSITY OF CALIFORNIA, ACADEMIC SENATE

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Chair of the Assembly and the Academic Council
Faculty Representative to the Board of Regents
University of California
1111 Franklin Street, 12th Floor
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November 3, 2010

SENATE DIVISION AND COMMITTEE CHAIRS
UNIVERSITY OF CALIFORNIA

Re: Review of Policy on Self-Supporting Part-Time Graduate Professional Degree Programs

Dear Colleagues:

Provost Pitts has requested Senate advice on a proposed revision of the 1996 Policy on Self-Supporting Part-Time Graduate Professional Degree Programs and its Implementation Guidelines. Since 1996 there has been an increase in self-supporting graduate degree programs and, as you know, the Commission on the Future recommended further expansion of these programs as a potential source of revenue for the University.

The administration is proposing to update the policy to reflect the range of self-supporting graduate programs currently offered by the University. The revisions would expand the parameters for self-supporting graduate degree programs beyond the current limitation to part-time, professional programs. Doctoral programs are explicitly excluded from being designated as self-supporting programs.

In conducting your review, we refer you to CCGA's April 2010 letter highlighting issues to be clarified in the revised policy. Such issues include faculty oversight of programs and courses offered through University Extension, the provision of financial support for needy student (the policy does not require that a portion of the revenues be dedicated to return-to-aid), and ensuring that self-supporting programs are truly independent from state support and do not draw resources from state-supported instruction.

Although Provost Pitt's letter requests comment by December 17, I have requested sufficient time to allow for a 60 day review. Please send your comments to senatereview@ucop.edu by **January 14**, so that the Academic Council can address it at its January 26 meeting. Please do not send comments directly to the address noted in the provost's letter.

Sincerely,

Daniel L. Simmons, Chair
Academic Council

OFFICE OF THE PROVOST AND EXECUTIVE VICE PRESIDENT –
ACADEMIC AFFAIRS

OFFICE OF THE PRESIDENT
1111 Franklin Street, 12th Floor
Oakland, California 94607-5200

October 29, 2010

To: CHAIR SIMMONS
    VICE CHAIR ANDERSON
    ACADEMIC SENATE

Re: Draft Revision of the 1996 Policy on Self-Supporting Part-Time Graduate Professional
    Degree Programs

Dear Dan and Bob:

Enclosed please find draft proposed revisions of the *1996 Policy on Self-Supporting Part-Time
Graduate Professional Degree Programs* and the *Implementation Guidelines for the Policy on
Self-Supporting Part-Time Graduate Professional Degree Programs*. Given expanding
workforce needs and the current shortfall in state funding, there is increasing interest by
campuses and academic departments in offering more self-supporting programs. The
Commission on the Future is also recommending that UC expand its self-supporting offerings.
Thus, this is an opportune time to update the policy to both facilitate the establishment of new
programs and to update the policy to conform to the actual practices of current self-supporting
programs.

The existing policy was adopted in 1996. Since that time, there has been steady growth in the
number of self-supporting programs. UC now has over 40 such programs, enrolling over 4,000
students and generating over $100 million annually in fee revenue. These programs address
specific workforce needs as well as generate resources to support core academic departments.

The campuses are facing unprecedented fiscal challenges given the recent trend of declining state
support. We believe that such policies should be revised to allow campuses greater flexibility in
pursuing alternative revenue sources such as self-supporting programs. At the same time, given
the on-going need to make our case for adequate state support, we propose coupling this
flexibility with increased accountability and transparency.

There is some concern that the flexibility proposed in this revision would create incentives for
existing graduate programs to give up their state support and convert to self-supporting
programs. We do not believe that these policy revisions do that – in almost all cases, the
additional revenue generated by such a conversion would not be enough to offset the loss of
current state support received by the campus. In addition, there are adequate checks and
balances at the campus level. The goal of this revision is to facilitate the creation of new self-
supporting programs to serve new groups of students that do not have the opportunity to attend
one of our traditional graduate programs. We do not believe these policy changes should nor
would encourage state-supported programs to convert to self-supporting.

The Coordinating Committee on Graduate Affairs (CCGA) was charged by the Academic Council to provide specific recommendations to the 1996 policy. Throughout the 2008-09 academic year, CCGA reviewed the policy and a background paper was prepared by UCOP staff. In 2009-10, a UCOP staff group was formed and it reviewed prior work and developed these proposed revisions to the 1996 policy.

A number of issues have been addressed in the draft revised policy. Nine of the 40 existing programs are not "part-time," a requirement of existing policy that is outdated. Also, there are programs that serve a greater variety of student populations than were contemplated in 1996; not all programs are "professional." Given these factors, the most significant proposed change in the policy is to list criteria that would be used to distinguish self-supporting from state-supported programs, but each program would not be required to meet all criteria. While this introduces more flexibility in the types of graduate degrees that would be eligible for self-supporting status, the draft revised policy also accepts the CCGA recommendation that Ph.D. degree programs not be eligible for self-supporting status.

The suggested revisions are based on the prior discussions of the CCGA and the UCOP staff group. Background materials are available at www.ucop.edu/planning/selfsupporting.html. Included on the website are the existing policy and implementation guidelines, the 2008 background paper on self-supporting programs written by UCOP staff for CCGA, the April 2010 CCGA letter, and a listing of existing self-supporting programs at UC.

We are seeking comments on the draft revision of the 1996 Policy. Please provide your campus' response *by December 17, 2010,* to Todd Greenspan [todd.greenspan@ucop.edu, 510-987-9430]. Please note that we are also requesting comments from the Executive Vice Chancellors, the Graduate Deans, and the Extension Deans.

Sincerely,

Lawrence H. Pitts
Provost and Executive Vice President
Academic Affairs

Enclosure

cc: Vice Provost Greenstein
        Vice President Beckwith
        Vice President Sakaki
        Vice President Lenz
        Executive Director Winnacker
        Director Greenspan

University of California
~~June 24, 1996~~*Month, Year*

POLICY ON SELF-SUPPORTING ~~PART-TIME~~ GRADUATE ~~PROFESSIONAL~~ DEGREE PROGRAMS

~~Preamble~~

~~The University has entered an era in which state funding for higher education has been reduced and is not expected to represent in the future the proportion of the University's budget that it has in the past. This poses two potentially interrelated challenges: How can the University extend its degree programs to serve new groups of students? And how can the University find new and creative ways to fund its degree programs?~~

~~In 1994, the UC Task Force on Part-time Professional Master's Degree Programs advocated that UC expand such opportunities for groups of clearly defined students not now served by UC's regular programs. In 1995, the Advisory Committee on Policy for High Fee Part-Time Professional Programs urged the University to create a climate of encouragement and support for creative new approaches to delivering part-time professional education. This policy is a revision of UC's 7-30-79 Policy on Part-Time Off-Campus Professional Graduate Degree Programs, based on advice from both these groups.~~

~~The purpose for offering part-time graduate professional degree programs is to serve a public need. Once the need has been identified, the next decision should be whether the program should be self-supporting. As a matter of course, it is likely that the more specifically a program addresses training needs for a profession, the likelier it is that the program should be self-supporting. Market factors play a key role in making this decision and guiding appropriate fee levels.~~

~~Self-supporting part-time graduate professional degree programs should adhere to the same UC academic standards as do other graduate degree programs.~~

~~The University should consider expanding flexible part-time pathways to graduate professional degrees to accommodate academically qualified working adults who cannot be full-time students.~~

~~Extending the opportunity to enroll part-time in professional master's graduate degree programs to those who need to continue their employment while studying is consistent with the University's mission in graduate professional education. As provided by Academic Senate Regulation 694, courses to satisfy the requirements of such programs may be given, either in whole or in part, at off-campus sites. The following outlines University policy relative to self-supporting part-time graduate professional programs, offered in both on-campus and off-campus locations and through electronic means.~~

I. REFERENCE

    A. President's Policy on Self-Supporting Graduate Degree Programs, *Month Year.*

II. POLICY

Self-supporting programs allow the University to serve additional students above and beyond the resources provided by the state. Currently, there are populations of working adults not served by UC state-supported programs who would be willing to enroll in self-supporting programs. This policy is designed to facilitate the establishment of self-supporting programs by the University and its campuses while ensuring that these programs do not use state resources. These programs will receive no state support, but they may generate revenues that would enhance the quality of academic programs and departments.

Rationale for creating self-supporting programs.

    A. **General**

    ~~A.   Self-supporting part-time graduate professional degree programs may be undertaken only when a demonstrated need for a part-time program in a specific field of study exists. Justification for expansion of part-time programming depends on a careful definition of the pools of employed people who need such degrees and the ability of the University to provide appropriate graduate degrees of quality to them.~~

        1. Self-supporting graduate degree programs should meet one or more of the following criteria:
            a. fulfill a demonstrated higher education and/or workforce need;
            b. serve a non-traditional population, such as full-time employees, mid-career professionals, international students, and/or students supported by their employers;

This section has been revised to list a set of criteria for self-supporting programs, but programs would only have to meet one or more of the criteria.

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c.   be offered through an alternative mode of delivery, such as online instruction;

d.   be alternatively scheduled, such as during evenings and weekends.

2.   Such programs shall not be undertaken if they strain the resources of the department that sponsors them or have an adverse effect on regular programs on campus. If the campus determines ~~that the part-time~~ a graduate ~~professional~~ degree program should be offered on a self-supporting basis, ~~[* In this policy, "self-supporting" is used for part-time programs that are supported with non-state funds only; the State General Funds subsidy has been removed from the part-time program.]~~ such programs should be fully self-supporting upon inception or within a short phase-in period ~~set the goal of becoming fully self-supporting as quickly as possible~~; "self-supporting" means that full program costs, including but not limited to faculty instructional costs, program support costs, student services costs, and overhead, should be covered by student fees or other non-state funds. The sponsors of each proposed self-supporting program should submit a cost analysis and fiscal phase-in plan with their request for approval of proposed student fees to the Office of the President [see Implementation Guidelines].

Deleted footnote that no longer is applicable.

3.   By expanding self-supporting programming that serves practitioners, the department may have access to additional field-based resources (working students, their employers, and field-based lecturers) that it might not otherwise be able to afford. Therefore, where appropriate, these programs should be undertaken in partnership with the profession served.

4.   Courses may be offered on-campus, at appropriate off-campus locations, or in a combination of on-campus and off-campus facilities. The ~~possibility of using~~ programs may also use distance technologies (computer- and video-based, e-mail, etc.) ~~should also be engaged~~ as appropriate. As provided by Academic Senate Regulation 694[1], courses to satisfy the requirements of such programs may be given, either in whole or in part, at off-campus sites.

Off-campus and online courses. Language was modified to clarify that self-supporting programs may be offered off-campus and online.

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[1] SR 694: *A school, department, or group of departments which offers a program leading to a Master's degree under the jurisdiction of a Graduate Division, may, in cooperation with University Extension, provide at a center or centers other than a campus of the University, a program of graduate instruction designed to satisfy, in full or in part, the requirements for that degree. http://www.universityofcalifornia.edu/senate/manual/rpart3.html#r690*

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B. Programs Ineligible for Self-Supporting Status

1. Doctor of Philosophy (Ph.D.) programs are not eligible to become self-supporting programs.

C. Relationship to Regular On-Campus Programs

1. Self-supporting ~~part-time~~ graduate ~~professional~~ degree programs should be held to the same standards of quality as regular programs, as determined by the appropriate Graduate Council. Because students should meet the same standards of quality in the ~~part-time~~ self-supporting and ~~regular~~ state-supported programs, campuses, ~~provisions should be made that allow students to transfer between programs. Campuses~~ may ~~also determine which~~ offer courses which are available to students in both programs~~. keeping in mind that~~ However, regular and self-supporting ~~part-time~~ programs must separately account for their use of resources. ~~should have comparable availability of faculty and courses.~~ Campuses shall not charge a "blended" fee for any course or program (i.e., a fee that combines state-supported and self-supported students).

2. Any ~~part-time~~ self-supporting programs should be established by academic departments and staffed with ladder-rank faculty on the same basis as ~~regular~~ state-supported programs. Teaching faculty should be appointed through regular campus processes irrespective of academic series. Certain practice-oriented degree programs may warrant a higher proportion of non-regular faculty (e.g., clinical/adjunct faculty, lecturers, visitors), but that proportion must be in keeping with the standards of each campus' Graduate Council. Courses offered in these programs should be taught by a mix of faculty members that parallels the mix of faculty in ~~regular~~ state-supported programs. When ~~regular~~ state-supported programs employ some combination of Senate faculty and guest lecturers or consultants, courses for ~~part-time~~ self-supporting programs may use a similar combination. Under no circumstances shall anyone teach in ~~part-time~~ self-supporting programs whose appointment has not been subject to the appropriate academic review.

Ph.D. programs not eligible – CCGA's comment, "There was general agreement among CCGA members that SSPs should not be geared toward Ph.D. programs" (p.3, CCGA letter).

Transfer and Cross-enrollment –If transfer were made possible between a state-supported and self-supporting program, there might be unintended financial incentives for students to be enrolled in one program and transfer in another. Because the criteria above are supposed to distinguish the programs, it was recommended that transfer not be encouraged. There was some sentiment to prohibit transfer. Instead, language is added about separately accounting for resources if programs share courses.

No "blended" fee – UCOP staff workgroup discussed this issue since it would be difficult to demonstrate that state resources are not being used to support self-supporting students.

Teaching faculty – "We felt that SSP teaching faculty should be appointed through regular campus processes irrespective of academic series." (CCGA letter, p. 2)

Replaced "part-time" with "self-supporting" and "regular" with "state-supported."

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3. Self-supporting programs will not be funded from State General Funds and reports of state-funded enrollments will exclude students in self-supporting programs. However, these enrollments will be reported to the Office of the President as a separate category which is not counted against the campus budgeted (state-funded) enrollment target. During the approved phase-in period, distribution of enrollment between state and non-state targets will conform to specifications of the phase-in plan.

4. The Dean of the school or college offering the self-supporting program and the Academic Vice Chancellor are responsible for assuring that program publicity and marketing meet the highest standards of quality and accuracy.

5. Self-supporting ~~part-time~~ graduate ~~professional~~ degree programs may be administered in cooperation with University Extension[2] where and when appropriate. Programs administered through UC Extension shall not be required to obtain fee approval from the President. UC Extension's role may include assisting in the administration of the program (e.g., course enrollment, collecting fees, etc.). Courses for self-supporting programs are subject to normal campus procedures for approval (i.e., approval by Committee on Courses) [see Implementation Guidelines].

Currently UCOP certifies the self-supporting nature of new programs by requiring campus budgets. An alternative would be having net determinants to the campus with regular audits of self-supporting. Suggested wording: "Self-supported programs are subject to periodic audits conducted by the Office of the President."

UC Extension – "The majority of courses offered by UC Extension are not reviewed and approved by campus Senate committees, which consider academic quality. UC Extension courses that are used in campus-based SSP need to be approved by the divisional COCI and that CCGA approves systemwide courses, which may be adapted by systemwide entities." (CCGA letter, p.2)

Because University Extension is by definition a self-supporting entity of the University, programs administered by UC Extension are currently exempted from receiving presidential fee approval. See footnote 4 below. (UCOP staff workgroup)

D. **Initiation and Review Procedures**

1. Departments, groups of departments, or schools offering graduate ~~professional~~ degree programs under the jurisdiction of a Graduate Division may propose that such self-supporting programs be offered in whole or in part at off-campus sites or

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[2] SR 694. See footnote 1.

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by distance learning technologies.

2. ~~Such proposals must be approved by campus Graduate Councils, as well as by appropriate campus administrators.~~ The establishment of any new self-supporting graduate program shall be approved by the campus Graduate Council, Divisional Senate, Systemwide Academic Senate, campus administrators, the Chancellor, and the UC President according to established procedures and requirements as specified in the Compendium.[3]

3. Graduate Councils or other duly appointed campus review bodies shall review such programs as part of regularly scheduled campus program reviews, on the same basis on which regular academic programs are reviewed. Once established, the self-supporting program will be overseen by the divisional Graduate Division to ensure adequate progress of students according to campus criteria.

E. **Programs that Do Not Correspond to Currently Authorized Graduate ~~Professional~~ Programs**

1. Proposals may be considered for self-supporting ~~part-time~~ graduate ~~professional~~ degree programs that do not correspond to ~~regular~~ state-supported programs that a campus is authorized to offer.

2. Such proposals shall be subject to the same procedures for approval as apply to all proposals for new graduate degrees.

3. These programs should originate with a unit that is already authorized to conduct

D.2. "The establishment of any new SSP ought to be approved by the Divisional and Systemwide Academic Senate according to their established procedures. Thus, the divisional Graduate Council will initiate a review followed by concurrence of the local Academic Senate and senior campus administrators. The proposal will then be sent to CCGA for its regular Senate-based review and final approval by the Provost and the President." (CCGA letter, p. 2)

D.3. "Once established, SSP will be overseen by the divisional Graduate Division to ensure adequate progress of students according to campus criteria and will undergo external review cycles as set by the Graduate Division." (CCGA letter, p. 2)

Section E. Moved this section to immediately follow program initiation section.

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[3] *Proposals for all new graduate degree programs, including self-supporting and professional degree programs, degrees offered under the Master of Advanced Studies (M.A.S.) title, multi-campus degree programs, and degree programs jointly sponsored by UC campus(es) and other higher education institutions (e.g., CSU), are reviewed systemwide by UCOP and CCCA. Self-supporting graduate degree programs must adhere to the same UC academic standards as do other graduate degree programs.* (Language from the July 2010 "Compendium" draft – to be revised when new Compendium language is adopted)

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graduate work on the campus at the level that is at least equal to the level of the proposed graduate ~~professional~~ program.

4. If approved, such programs shall be conducted in accordance with the policies set forth in this statement.

F. Admission and Enrollment

1. Admission standards for ~~the part-time~~ self-supporting program_s_ should be comparable in effect to those for the ~~regular~~ state-supported program.

2. Students must be admitted to a Graduate Division through the regular admissions process in order to enroll in any program established under this policy.

3. Access to courses offered as part of these programs must be equally available to all qualified students. No preference in enrollment may be given to members of any non-University sponsoring organization.

4. Admission criteria may specify some type or period of work experience in the field.

G. Student Fees and Program Funding

1. The President is responsible for reviewing and ~~recommending to The Regents~~ approving any proposed self-supporting program fees for self-supporting ~~part-time~~ graduate ~~professional~~ degree programs and subsequent increases or decreases. Programs administered by UC Extension do not require Presidential fee approval.[4] The President will report annually to The Regents on self-supporting graduate programs and their fee levels.

Approval by the President. Currently, the President approves the self-supporting fees and reports them to the Regents pursuant to a November 1998 delegation of authority.

Because University Extension is by definition a self-supporting entity of the University, programs administered by UC Extension are currently

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[4] *"Extension can administer and operate the program, with the academic department providing academic oversight. In this case, the campus will write to UCOP, indicating that the program is administered through Extension and that the fee being charged is sufficient to cover both direct and indirect costs. Presidential fee approval is not required."* (February 22, 2001 letter from VP for Budget Hershman) http://www.ucop.edu/planning/documents/hershman_ltr022201.pdf

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2. Self-supporting program fees should be levied such that as quickly as possible they will cover all program costs.

3. Self-supporting program fees should be based on a full and accurate assessment of all program costs, including but not limited to faculty instructional costs, program support costs, student services costs, and overhead. The proposed self-supporting fee, its phase-in plan, and its justification shall be submitted with the proposal for the program to the President. When the self-supporting fee has been fully implemented, no State General Funds will be provided to the program. If the program fails to reach full self-support in line with its phase-in plan, state funds will be withdrawn from its support.

4. When the self-supporting program fee has been fully implemented (i.e., when all State funds have been withdrawn from the program), the campuses may not collect the Educational Fee or the University Registration Fee.

5. University employees enrolled in self-supporting ~~part-time professional~~ degree programs are not eligible for reduced course fees. However, this provision does not preclude the option of the UC employer subsidizing a portion of the fee.

6. Program deficits will be covered by the campuses; ~~however~~ state funds cannot be used to cover any deficit, except during the start-up years under the approved phase-in plan.

7. Self-supporting programs must have an articulated financial accessibility goal for their students and a student financial support plan for achieving their goal. Examples of possible student financial support plan components include providing scholarships or grants from the program's own resources (e.g., return-to-aid from fees charged but not from state funds or tuition or fees charged to students in state-supported programs), providing fee waivers, participation in federal and/or private loan programs, and participation in other external support programs such as veterans benefits. Note that the self-supporting programs are responsible for meeting the administrative requirements and costs of financial aid program participation.

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Implementation Guidelines for the Policy on Self-Supporting ~~Part-Time~~ Graduate ~~Professional~~ Degree Programs

~~Faculty FTE~~

"Faculty FTE" section moved to 3rd section below.

~~All faculty must be funded directly from the revenue of self-supporting programs in proportion to the faculty member's workload commitment to the program. This includes the involvement of faculty from other departments. Alternatively, faculty can be paid for overload teaching within the 120% salary limitation that governs teaching in University Extension. Appropriate campus review committees should be vigilant to ensure that the overload option and 120% salary limitation are used appropriately.~~

Program Approval

For new self-supporting graduate degree programs, campuses should obtain required program approvals. The establishment of any new self-supporting graduate program shall be approved by the campus Graduate Council, Divisional Senate, Systemwide Academic Senate, campus administrators, the Chancellor, and the UC President according to established procedures and requirements as specified in the Compendium.[1]

"Program Approval" section added as first step in implementation process.

Cost Analysis

All programs must submit an annual cost analysis to Budget and Capital Resources. This analysis includes an estimate of average costs for the campus and school in addition to direct program costs. Program costs include the direct costs of staff and faculty salaries and benefits, supplies and equipment, and financial aid, among others. Campus and school costs are the indirect costs for items such as instruction, research, public services, academic support, and operation and maintenance of the plant.

"Cost Analysis" section replaced "Review and Approval of Phase-in Plan" and "Fees" sections.

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[1] *Proposals for all new graduate degree programs, including self-supporting and professional degree programs, degrees offered under the Master of Advanced Studies (M.A.S.) title, multi-campus degree programs, and degree programs jointly sponsored by UC campus(es) and other higher education institutions (e.g., CSU), are reviewed systemwide by UCOP and CCGA. Self-supporting graduate degree programs must adhere to the same UC academic standards as do other graduate degree programs.* (Language from the July 2010 "Compendium" draft.)

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Programs must demonstrate that their fees cover full direct and indirect costs, and, to the extent that fee revenue is insufficient to cover these costs, that only private fund sources are used to subsidize the program.

In addition to the cost analysis, campuses must submit a fee approval request letter to the Vice President – Budget and Capital Resources for all of their proposed self-supporting programs. Campuses must provide requested fee levels and the percentage fee increases for each program, as well as provide information about upcoming new programs and programs operated by University Extension. For a self-supporting program administered through UC Extension, the campus shall provide UC with a written statement that the program is administered through Extension and that the fee being charged is sufficient to cover both direct and indirect costs -- Presidential fee approval is not required.[2]

Programs run through UC Extension do not require Presidential fee approval under current policy.

Newly proposed self-supporting programs submit the same cost analysis to Budget and Capital Resources. Programs are expected to become fully self-supporting within three years, though campuses may continue to subsidize programs with non-State funds at their discretion.

New "phase-in" section

Faculty FTE
All faculty must be funded directly from the revenue of self-supporting programs in proportion to the faculty member's workload commitment to the program, or the program must reimburse an amount equivalent to the cost of faculty time. This includes the involvement of faculty from other departments. Alternatively, faculty can be paid for overload teaching within the 120% salary limitation that governs teaching in University Extension. Appropriate campus review committees should be vigilant to ensure that the overload option and 120% salary limitation are used appropriately.

Enrollments
Because enrollments in these programs are self-supported, they should not be included in counts of State-supported enrollment. Programs should be identified in the Corporate Student System by a separate major code and attribute flagging the enrollment as self-supporting.

Self-supporting enrollments need to be identified separately in UC systems

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[2] February 22, 2001 letter from UCOP Budget Office: http://www.ucop.edu/planning/documents/hershman_ltr022201.pdf

SSGDP Implementation Guidelines Draft, 2010 Oct 28

Timeline
Campuses receive cost analysis templates for the next academic year in December, as well as the previous year's actual self-supporting enrollment numbers from the Corporate Student System. Campus financial statements, used in the preparation of the cost analysis, are posted online late in the month. Detailed instructions for the fee approval request letter are also given at this time.

Timeline section added

Templates and letters are due back to Budget and Capital Resources (BCR) by March 1. After review by BCR, templates and a summary of fee requests are given to the President for approval, which usually happens by April. Campuses are then notified of approved fee levels for the upcoming academic year. This information is also reported to The Regents annually.

~~Office of the President Budget Office Review and Oversight~~

Content below was replaced by sections above.

~~Upon final approval of this policy, the Office of the President Budget Office will have responsibility to ensure compliance.~~

~~Review and Approval of Phase-in Plan: Both existing and new self-supporting part-time graduate professional degree programs are covered by this policy. Proposals for new self-supporting part-time professional degree programs, including a plan and timetable for phasing in fees that will assure self-support, should be submitted to the Office of the President Budget Office, which will coordinate the internal Office of the President interoffice review. Proposals should include information on the status of all current self-supporting programs on the proposers' campus and a worksheet showing cost components on which the self-supporting fee is based.~~

~~Fees: Office of the President Budget Office, working with the campuses, has already developed a methodology for establishing the minimum special fee a program should charge to assure that it is self-supporting; the Office of the President Budget Office will work with the campuses to apply that methodology to any proposed program.~~

~~Campuses with programs that do not charge at least the minimum special fee as determined by the agreed-upon methodology, and therefore are not fully self-supporting, will submit a proposal that specifies when the program will be self-supporting. The Office of the President Budget Office interprets the proposed policy language "as quickly as possible" to mean that normally a program~~

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will achieve self-support within three years.

Upon Regental approval of the special fee, the Office of the President Budget Office will monitor implementation of the phase-in plan. If the program does not reach self-sufficiency within the time specified in its plan, state funds will be withdrawn from its support.

Proposals for phasing a special fee and phasing out state support should also include a plan for reporting enrollments during the phase-in period. During the phase-in period, program enrollments will be counted as state-funded based on the proportion of the minimum fee that is being charged. If the fee charged is 75% of the minimum, for example, then 25% of the enrollment will be counted as state-funded.

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