

# New Academic Program Audit

**Report due to IHL (if applicable):** August 31<sup>st</sup> (or first workday after the 31<sup>st</sup> when it falls on a weekend)  
**Template:** New Academic Program Audit (Appendix 6)  
**File Types to Submit to IHL:** PDF format with signatures  
**Corresponding Board Policies:** 507 and 508

All academic degree programs are subject to systematic review by the Office of Academic and Student Affairs (OASA). Moreover, recently approved programs and other select programs may be subject to more frequent reviews. The audit of recently approved academic programs ensures that the program outcomes are congruent with the Board-approved proposal.

## ***Process***

1. OASA will begin the systematic audit of recently approved academic programs by informing the Chief Academic Officers in March of the academic programs that will be audited at their respective institutions.
2. Institutions shall submit an electronic, signed PDF copy of the *New Academic Program Audit* to the Office of Academic and Student Affairs by August 31.
3. The submissions will be evaluated by OASA. If deemed necessary by OASA, a campus visit may be scheduled to acquire additional information on the progress of the program.
4. The Associate Commissioner of Academic and Student Affairs will apprise the respective Chief Academic Officer of OASA's evaluation of the degree program in September.