

September 2, 2003

SUBJECT: Deactivation and Closure of the Quality Assurance Program

RECOMMENDATION:

That the Board of Trustees approve the deactivation and closure of the Quality Assurance Program due to low enrollments.

RELATED BOARD POLICY OR PLANNING PRIORITY:

E-4 Organizational Performance Evaluation/Auditing
E-5 Review of Instructional Programs

RATIONALE:

The Quality Assurance Program does not meet the Texas Higher Education Coordinating Board standard for graduation (15 graduates/completers over three years). Cumulative graduation rates have steadily declined from ten in the 2000 Annual Data Profile, to six graduates over a three-year period in the 2002 Data Profile. Since its inception, 90 students have declared Quality Assurance as their major; however, only six are considered active and attending classes. During the Spring 2002 Semester, there were only 22 enrollments (duplicated headcounts) in a total of four courses and in Spring 2003, 23 enrollments (duplicated headcounts) in two courses. Frequently, Quality Control courses do not make at all, to the point that only one course was available during the spring semester, and no courses have been offered for the past two summers. The Dean will assist the six students in appropriate transition to allow them to complete their course of study, but no new students will be admitted to the program. Continuing Education offers quality assurance training in non-credit formats.

BUDGETARY CONSIDERATION:

None

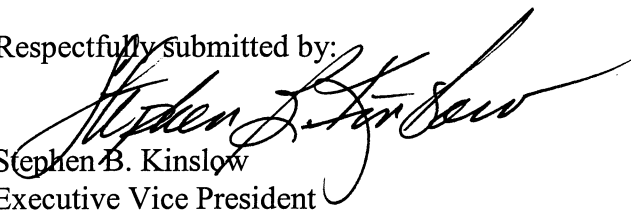
RESOSURCE PERSONNEL:

Donetta Goodall, Associate Vice President of Workforce Programs (Interim)
Val Cantu, Dean, Business Studies

ATTACHMENTS:

Attachment A: Data Profile and Summary of Teach Out Plan

Respectfully submitted by:



Stephen B. Kinslow
Executive Vice President



Richard Fonté
President

Deactivation and Closure of Quality Assurance Program

After careful review of student enrollments and cumulative graduates, it has become apparent that the Quality Assurance Program under the Business Studies Area does not meet the Texas Higher Education Coordinating Board (THECB) standards for graduation (15 graduates/completers over three years) with only nine graduates between 1997-2000. Since its inception, 85 students have declared Quality Assurance (QUA) as their major, however, only 10 are considered active and attending QUA courses. During the Spring 2002 semester, there were only 22 enrollments (multiple headcounts) in a total of four QUA courses.

In light of these findings, the Dean of Business Studies is recommending the deactivation of the Quality Assurance Program effective Spring 2003. Guidelines for Program Deactivation are defined by the THECB as follows:

“An institution may deactivate a program by suspending new student enrollment and submitting a notice of program deactivation to the Coordinating Board using the Program Revision Form. Institutions should have on file and available for Coordinating Board review provisions for teaching out currently enrolled students.

A program may remain deactivated no longer than three academic years. The institution must either reactivate or close the program at the end of the third year. A program not reactivated or closed by the institution will be closed by the Coordinating Board after the three-year time period has lapsed.

If the institution chooses to reactivate a deactivated program or decides to close the program prior to the three-year time period, the institution must notify the Coordinating Board in writing.”

Deactivation will give currently enrolled students up to three years to complete the program. Students who wish to graduate with either a 2-year degree in Quality Management and Technology, or a Certificate in Quality Management Technology will be able to substitute required and elective QUA courses with appropriate business courses as approved by the Dean of Business Studies. Students will also receive college credit for approved QUA Continuing Education courses taken alone or in combination totaling 48 clock hours. A list of approved QUA Continuing Education courses and their equivalent to college credit will be made available to students.

Plans and a timeline have been developed by the Dean of Business Studies to notify declared QUA majors of the proposed deactivation of the program. The program can remain in the “deactivated” status for a period of three years, following which the program must be officially closed, or, if there is sufficient evidence to continue the program, reactivated. The Dean of Business Studies serves as the contact person for all questions related to this proposed program closure.