Academic Program Authorization and Review

Facilities and IT

December 16, 2020
Welcome

Dr. Martha Venn
Vice Chancellor for Academic Affairs
AGENDA

1. Program Authorization Project
2. Facilities and IT questions
3. Tools, Resources, and Training
Getting to know our audience

Zoom Poll Questions
Board of Regents
Program Authorization
Responsibilities
Internal coordination within the institution in the development of a proposal is critical
USG Integrated Review

- Academic Affairs
- Fiscal Affairs
- Facilities
- Economic Development
- Research Policy and Analysis
- Strategic Leadership
Proposal Form

Answers to questions that are italicized will be entered in the SharePoint form
Facilities

- Complete the table in question 57 with the square footage and costs for:
  - New construction
  - Renovation and Infrastructure
  - Purchases of land or buildings
  - Lease Space

F3. Facilities – complete the questions below:
56. Where will the program be offered? Mark all that apply
- □ Main campus
- □ Satellite campus: Specify Here
- □ Other: Specify Here
- □ 100% Online

57. Will new or renovated facilities or space be needed for this program over the next four years?
- □ No
- □ Yes (If yes, complete the table below, inserting additional rows as needed).

### Capital Costs for Needed Facilities and Space

<table>
<thead>
<tr>
<th>Facility/Space Name</th>
<th>Gross Square Footage</th>
<th>Start Up Costs</th>
<th>Ongoing Costs</th>
<th>Est. Occupancy Date</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Construction</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Renovations and Infrastructure*</td>
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<tr>
<td>Purchases: Land, Buildings etc.</td>
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<tr>
<td>Lease space</td>
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</tbody>
</table>

**TOTAL Cost**

80 80

*Include the name of the building or location being impacted and what will need to be done. Infrastructure includes new systems such as: water, electrical, IT networks, HVAC etc.
Facilities Questions

58. Discuss the impact of construction or renovation on existing campus activities and how disruptions will be mitigated. Explain how existing programs benefit from new facilities and/or space(s) and changes to existing space.

59. Will any existing programs be negatively impacted (e.g. lose classroom or office space) by proposed facility changes? If so, discuss how the impacts of these changes will be mitigated.

60. Are any of these new facilities or major renovations listed in the table above (Question 57) NOT included in the institution-level facilities master plan?

61. Will any of the following types of space be required: instructional, fine arts, meeting, study, or dedicated office?
   - [ ] No (Move to Question 63).
   - [ ] Yes (If yes, complete question 62. Insert additional rows as needed).
62. Complete the table below. Specify if these spaces are existing or new in the table below. If new, provide the semester and year of completion.

<table>
<thead>
<tr>
<th>Space</th>
<th>New Space (ASF)</th>
<th>Use Existing Space (as is) (ASF)</th>
<th>Use Existing Space (Renovated) (ASF)</th>
<th>Semester/Year of Occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dry Labs (STEM related)</td>
<td></td>
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<tr>
<td>Wet Labs (STEM related)</td>
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<tr>
<td>Dedicated Offices</td>
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<tr>
<td>Fine Arts Spaces(^1)</td>
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<tr>
<td>Classrooms</td>
<td></td>
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<tr>
<td>Meeting Rooms</td>
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<tr>
<td>Student Study Space</td>
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<tr>
<td>Other (Specify)</td>
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</tbody>
</table>

\(^1\)Fine arts spaces can include theatres, recital halls, visual arts studios, performing arts centers, recording studios, design labs, and other performance venues.

63. Are there facility needs related to accreditation? Are there any accreditation standards or guidelines that will impact facilities/space needs now or in the future? If so, please describe the projected impact.
Questions

Facilities
Technology and Equipment

- List any major equipment or technology with a total cost of over $5,000

<table>
<thead>
<tr>
<th>Technology and Equipment</th>
<th>Start-up Costs</th>
<th>On-going Costs</th>
<th>Est. Start Date of Operations/Use</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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<td>6</td>
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<tr>
<td><strong>Total Technology Costs</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
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</tbody>
</table>
G. RISKS AND ASSUMPTIONS

65. In the table below, list any risks to the program’s implementation over the next four years. For each risk, identify the severity (low, medium, high), probability of occurrence (low, medium, high), and the institution’s mitigation strategy for each risk. Insert additional rows as needed. (e.g. Are faculty available for the cost and time frame).

<table>
<thead>
<tr>
<th>Risk</th>
<th>Severity</th>
<th>Probability</th>
<th>Risk Mitigation Strategy</th>
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</table>

66. List any assumptions being made for this program to launch and be successful (e.g. SACSCOC accreditation request is approved, etc.).
Questions

IT and Risks
Feedback Questions
Feedback Questions

Join at slido.com #20USGFT
Website Resources

The USG academic affairs webpage will be updated to include links to the forms and presentations.

Links to the recordings of all trainings will also be posted on the “Program Authorization and Review” webpage.
The Program Authorization and Review webpage has links to the forms and presentations.

https://www.usg.edu/academic_programs/program_authorization_and_review

Program Authorization and Review

Guidelines and Documents for New Programs (2020)
- Terminating - Submission Form (requires SharePoint login)
- Requesting Alternate Site (requires SharePoint login)
- Endowments and Appointments (requires SharePoint login)
- Academic Program Name Change (requires SharePoint login)

Resources
- Board of Regents Meeting Dates
- Occupational Projections and Report Resources
- USG Academic Degree Program Application (November 30, 2020) (Word)
- USG Academic Degree Program Application (November 30, 2020) (PDF)

Area F System Requirements
- Area F Guidelines

External Physical Site Inventory
- BOR Policy 9.3 Facilities Approval for Off-Campus Instructional Sites
- Off-Campus Instructional Sites (as of fall 2020)

Training Links
- USG PAR Process Overview Presentation (Nov 30, 2020)
Academic Degree Proposals

• Launch new procedures, forms, and SharePoint site
  – January 4, 2021
Thank you for joining us today