



Institutional Handbook of Operating Procedures Policy 10.01.03	
Section: Academic Policies	Responsible Vice President: Executive Vice President & Provost
Subject 10.1: Academic Programs	Responsible Entity: Institutional Effectiveness

I. Title

Review of Existing Degree Programs

II. Policy

To comply with the Texas Administrative Code (19 TAC §2.181), each doctoral and stand-alone master’s degree program shall be reviewed at least once every ten years. On a schedule to be determined by The Texas Higher Education Board (THECB) Commissioner, UTMB shall submit a schedule of review for all graduate programs to the THECB Assistant Commissioner with oversight of academic program approval.

Once approved and distributed to the individual schools, the Academic Affairs Council shall ensure the reviews occur according to the schedule and follow the procedures set forth below.

III. Procedures

A. Each school at UTMB, in accordance with the requirements of its approved accreditor, shall have a process to review the quality and effectiveness of existing degree programs and for continuous improvement.

B. The THECB maintains the authority to set the process for conducting a periodic audit of the quality, productivity, and effectiveness of each existing master's, doctoral, and professional degree program at a public institution of higher education.

C. THECB may meet the requirements of program review established by Tex. Educ. Code §61.0512(e) by reviewing program data reported in the Accountability System for each undergraduate degree offered by a public institution of higher education in Texas.

D. UTMB shall review each of its master's, doctoral and professional degree programs at least once every ten years.

1. On a schedule to be determined by the THECB Commissioner, UTMB shall submit a schedule of review for all graduate programs to the THECB Assistant Commissioner with oversight of academic program approval.
2. UTMB shall begin each review of a graduate degree program with a rigorous self-study.
3. As part of the required review process, UTMB shall use at least two external reviewers with subject-matter expertise who are employed by an institution of higher education outside of Texas. External reviewers must be provided with the materials and products of the self-study and must participate in a site review.

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4. External reviewers must be part of a program that is nationally recognized for excellence in the discipline.
5. External reviewers must affirm that they have no conflict of interest related to the THECB, UTMB, or program under review.
6. Closely related programs, defined as sharing the same four-digit Classification of Instructional Programs code, may be reviewed in a consolidated manner at the discretion of UTMB.
7. UTMB shall review master's and doctoral programs in the same discipline simultaneously, using the same self-study materials and reviewers. UTMB may also, at their discretion, review baccalaureate programs in the same discipline as master's and doctoral programs simultaneously.
8. UTMB shall submit a report on the outcomes of each review, including the evaluation of the external reviewers and actions UTMB has taken or will take to improve the program, and shall deliver these reports to THECB Board Staff no later than 180 days after the reviewers have submitted their findings to UTMB.
9. UTMB may submit reviews of master's, doctoral, and professional programs performed for reasons of programmatic licensure or accreditation in satisfaction of the review and reporting requirements in this subsection.
10. UTMB shall submit a report of the outcomes of each review, including the evaluation of the external reviewer(s) and actions UTMB has taken or will take to improve the program, and shall deliver these reports to the THECB Assistant Commissioner with oversight of academic approval not later than 180 days after the reviewer(s) have submitted their findings to UTMB.

E. THECB may review all reports submitted for a master's, doctoral, or professional degree program and shall conduct analysis as necessary to ensure high quality. The THECB Commissioner may require UTMB to take additional actions to improve its program as a result of Board review.

IV. Relevant Federal and State Statutes

[Tex. Educ. Code §61.0512\(e\)](#)
[TAC Title 19, Part 1, Chap. 2, Rule §2.181](#)

V. Dates Approved or Amended

<i>Originated: 07/23/2012</i>	
<i>Reviewed with Changes</i>	<i>Reviewed without Changes</i>
11/26/2024	

VI. Contact Information

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