

SECTION 3, COMPREHENSIVE STANDARD 3.4.10

The institution defines and publishes general educational requirements for its undergraduate programs and major program requirements for all its programs. These requirements conform to commonly accepted standards and practices for degree programs.

JUDGMENT OF COMPLIANCE

Compliant

Partially Compliant

Noncompliant

RATIONALE FOR JUDGMENT OF COMPLIANCE

Program requirements are published in the appropriate bulletin (undergraduate or graduate), which is available both online and in print version. As part of the program approval process, the University System of Georgia Board of Regents requires that the institution document how the program requirements conform to commonly accepted standards and practices for that program. More specifics are provided below.

General educational requirements for undergraduate baccalaureate programs at North Georgia College & State University are guided by the Core Curriculum established by the University System of Georgia. The Core Curriculum is organized into six areas: Area A, Essential Skills, 9 semester hours; Area B, Institutional Options, 4 semester hours; Area C, Humanities and Fine Arts, 6 semester hours; Area D, Science, Mathematics and Technology, 11 semester hours; Area E, Social Sciences, 12 semester hours; and Area F, Courses Appropriate to the Major, 18 semester hours. This Core Curriculum is published in the *NGCSU 2004-2006 Undergraduate Bulletin* (pp. 84 – 87) and in the online *Bulletin* [[1](#), pp. 87-90]. The Associates of Science in Nursing (ASN) degree, a four-semester program, requires 37 core curriculum hours plus 33 hours in additional specific nursing coursework.

Program requirements for undergraduate programs are published in the *NGCSU 2004-2006 Undergraduate Bulletin* (pp. 89 – 328) and in the online *Bulletin* [[2](#)]. Included in the section of this bulletin is the specific coursework and number of hours required for all undergraduate degree programs.

Program requirements for graduate programs are published in the *Graduate Bulletin* [3] and are found under descriptions of the specific program areas on the web:

- Post-Baccalaureate Teacher Certification [4]
- Ed.S. in Teacher Leadership [5]
- M.Ed. in Early Childhood Education, Middle Grades Education, Special Education [6]
- M.Ed. in Secondary Education: Science, Mathematics, English, Social Science, and Art [7]
- M.Ed. P-12 in Physical Education [8]
- M.S. in Community Counseling [9]
- M.S. in Physical Therapy [10] [11]
- M.S. in Nursing Family Nurse Practitioner [12]
- M.P.A. [13]

To ensure “quality and **consistency with national patterns of excellence**” in general education among its institutions, the University System of Georgia has established a set of guidelines for the general education component of all University System institutions, discussed in its *Academic Affairs Handbook*, Section 2.04.01 [14] and Section 2.04.02 [15], and *Board of Regents Policy Manual*, Section 303.01 [16]. NGCSU’s Core Curriculum fully conforms to these guidelines. Additionally, NGCSU’s Core Curriculum courses have been approved by the Board of Regents Council on General Education, as required in its *Policy Manual*, Section 303.01 [17].

The process for new course and program approval exists to ensure that all institution offerings are of high quality and are consistent with national and state standards and practices. Locally, a course or program proposal is made by a member of the faculty and is approved by the department head and dean before being considered by the Academic Activities Committee or Graduate Council (see *NGCSU Course & Program Review Form* [18]). When accepted at that level, a new program proposal also moves through the Academic Vice President and the President before being forwarded to the Chancellor, the Committee on Academic Affairs, and the Board of Regents for necessary approval before the proposal can be implemented. (See *USG Academic Affairs Handbook*, Section 2.03.01 [19] and Section 2.03.02 [20] for System-level procedures and requirements.) In the proposal forwarded to the Board, the sponsor must “indicate ways in which the proposed program is consistent with national standards” (Section 2.03.02 [21]).

Further, the University System has established a system of comprehensive academic program review to ensure quality and conformity to accepted practice in all institutional programs. Programs are to be reviewed on a cycle

approved by the Board (see *Board of Regents Policy Manual*, Section 205.01 [22] and *USG Academic Affairs Handbook*, Section 2.03.05 [23]). The timetable for comprehensive program review [24] at North Georgia places each undergraduate program in a cycle of no more than seven years and each graduate program in a cycle of no more than ten years.

Comprehensive program reviews at North Georgia require faculty in the program to evaluate the relevance and quality of the curriculum (see *NGCSU CPR Questionnaire* [25]) and they generally incorporate a response from an outside authority in the particular field, subjecting the institution's assessment to a form of benchmarking in addition to the internal evaluation of quality and effectiveness. CPRs are also reviewed by the NGCSU Academic Activities Committee, Graduate Council (if appropriate) and the Dean's Council.

Document Reference:

Number	DB Num	Document Title	Resource
1		NGCSU Undergraduate Bulletin, 2004-2006, Core Curriculum	http://www.ngcsu.edu/academic/Catalog/2004_2006/Core%20Curriculum.shtml (web site) http://www.collegesource.org/displayinfo/cataloglink.asp?pid={B7D26C41-3189-4993-A182-5B5C65B87E21}&oig={1FD70D8E-2B26-4AEB-B696-5991983E2CD1}&vt=5 , pp. 87-90 in PDF, pp. 84-87 in hard copy.
2		NGCSU Undergraduate Bulletin, 2004-2006, Course of Study	http://www.ngcsu.edu/academic/Catalog/2004_2006/index.shtml (web site) http://www.collegesource.org/displayinfo/cataloglink.asp?pid={B7D26C41-3189-4993-A182-5B5C65B87E21}&oig={1FD70D8E-2B26-4AEB-B696-5991983E2CD1}&vt=5 , p. 92 in PDF, p. 89 in hard copy.
3		NGCSU Graduate Bulletin, 2004-2006, Academic Programs	http://www.ngcsu.edu/enrollment/Graduate/gradBulletin/C_Offerings.html (web site) http://www.collegesource.org/displayinfo/cataloglink.asp?pid={A0BA6F5B-46EF-41E2-A425-C3574803691F}&oig={1FD70D8E-2B26-4AEB-B696-5991983E2CD1}&vt=5 , p. 27 in PDF, p. 25 in hard copy.
4		NGCSU Department of Education Web Site, Post-	http://www.ngcsu.edu/Academic/Educate/educ/postbac/postbac.shtml

Number	DB Num	Document Title	Resource
		Baccalaureate Teacher Certification	
5		NGCSU Graduate Bulletin, 2004-2006, Education Specialist in Teacher Leadership	http://www.ngcsu.edu/enrollment/Graduate/gradBulletin/C_EdS.html
6		NGCSU Department of Education Web Site, Masters in Education	http://www.ngcsu.edu/Academic/Educate/educ/grad/grad_masters_deg.shtml
7		NGCSU Department of Education Web Site, M.Ed, Secondary Education	http://www.ngcsu.edu/Academic/Educate/educ/grad/grad_masters_deg.shtml#se
8		NGCSU Department of Health & Physical Education, M.Ed., Physical Education	http://www.ngcsu.edu/Academic/Educate/Hpe/Graduate/pegradpos.shtml
9		NGCSU Department of Psychology, M.S. in Community Counseling	http://apache.ngcsu.edu/Academic/Arts_Let/Psych/ccprogram/admissions.shtml#curriculum
10		NGCSU Department of Physical Therapy, M.S. in Physical Therapy	http://www.ngcsu.edu/academic/sciences/pt/program_description.shtml
11		NGCSU Department of Physical Therapy, M.S. in Physical Therapy, Courses	http://www.ngcsu.edu/academic/sciences/pt/courses_offered.shtml
12		NGCSU Department of Nursing, M.S. in Nursing, Family Nurse Practitioner	http://www.ngcsu.edu/Academic/Sciences/Nursing/MSN_Study_Program.htm
13		NGCSU Department of Department of Political Science and Criminal	http://www.ngcsu.edu./Academic/Bus_Gov/Ps_cj/test/mpa.shtml

Number	DB Num	Document Title	Resource
		Justice	
14		Board of Regents, Academic Affairs Handbook, Section 2.04.01, General Guidelines for Core Curriculum Areas A – E	http://www.usg.edu/academics/handbook/section2/2.04/2.04.01.phtml
15		Board of Regents Academic Affairs Handbook, Section 2.04.02, Math and Science Requirements (Areas A and D) for Math, Science, and Health Professions Majors	http://www.usg.edu/academics/handbook/section2/2.04/2.04.02.phtml
16, 17		Board of Regents Policy Manual, Core Curriculum, Section 303.01	http://www.usg.edu/regents/policymanual/303.01.phtml#303.01
18		NGCSU Course & Program Review Form	http://www.ngcsu.edu/Resource/forms/CourseReview.pdf
19		Board of Regents, Academic Affairs Handbook, Section 2.03.01, Majors and Minors	http://www.usg.edu/academics/handbook/section2/2.03/2.03.01.phtml
20, 21		Board of Regents, Academic Affairs Handbook, New Academic Programs	http://www.usg.edu/academics/handbook/section2/2.03/2.03.02.phtml
22		Board of Regents, Policy Manual, Section 205.01, Comprehensive Academic Program Review	http://www.usg.edu/regents/policymanual/205.01.phtml#205.01
23		Board of Regents, Academic Affairs Handbook, Section 2.03.05, Comprehensive Program Review	http://www.usg.edu/academics/handbook/section2/2.03/2.03.05.phtml
24		NGCSU Department of Institutional	http://www.ngcsu.edu/Resource/IRP/irphome/Institutional%20Effectiveness/cpr/CPR%20Timetable.shtml

Number	DB Num	Document Title	Resource
		Research, Comprehensive Program Review Timetable	
25		NGCSU CPR Questionnaire	http://www.ngcsu.edu/Resource/IRP/irphome/Institutional%20Effectiveness/cpr/NGCSU%20CPR%20Questionnaire.pdf