Policy Title: Gainful Employment Certificate Approval for Inclusion in the CCHE Higher Education Funding Formula

APS Number: 1040

APS Functional Area: ACADEMIC/RESEARCH

Brief Description: Provides procedures for Board of Regents approval of new gainful employment certificate programs intended for inclusion in the CCHE higher education funding formula.

Effective: January 1, 2018 (Pending)

Approved by: President Bruce D. Benson (Pending)

Responsible University Officer: Vice President for Academic Affairs

Responsible Office: Office of the Vice President for Academic Affairs

Policy Contact: Office of the Vice President for Academic Affairs

Supersedes: n/a

Last Reviewed/Updated: January 1, 2018 (Pending)

Applies to: All campuses

Reason for Policy: Provides procedures for Board of Regents approval of gainful employment certificates, as referenced in Regent Policy 4.B.3.

I. INTRODUCTION

APS 1040 was adopted following revisions to Regent Law and Policy effective January 2018.

Consistent with Colorado Commission on Higher Education (CCHE) policy, a Colorado public institution may elect to submit records of gainful employment certificate completions for inclusion in the higher education funding formula, provided they have been awarded in a program approved by the institution’s governing board. This APS outlines procedures for obtaining Board of Regents approval should a campus choose this option.

Board of Regents approval of gainful employment certificate programs is only required if a campus requests that completions be recorded by CCHE. Certificate programs not meeting the definition of a gainful employment program are not eligible for inclusion in the higher education funding formula, and are not subject to board approval.

II. POLICY STATEMENT

A. Gainful Employment Certificate Approval Process

1. Campus Review Process

1 Gainful employment certificates are defined according to federal guidelines (34 CFR Part 668, Subpart Q).
The campus shall have a process for developing, reviewing, and approving Gainful Employment certificates. A record of campus reviews and approvals shall be included with the proposals.

2. System Review Process

The vice president for academic affairs shall review the proposal and associated documents before the proposal is forwarded to the Board of Regents.

3. Review and Action by the Board of Regents

Following board protocol, the vice president for academic affairs, with the concurrence of the president, shall place the proposal on the agenda of the next appropriate meeting, and ultimately, on the board agenda for final approval.

If the Board of Regents approves the proposed certificate, the vice president for academic affairs shall notify CCHE for appropriate action.

B. Guidelines for Certificate Program Proposals

1. Certificate Description. Describe the field of study and basic design of the proposed certificate.
2. Workforce Demand. Supply evidence of the opportunities available to certificate completers.
3. Academic Requirements. Describe the admission criteria, list the courses and credit hours required for completion and which courses will be offered online.
4. Tuition and Fees. Provide the tuition rate and any mandatory fees.
5. Resource Requirements. Explain the resources required to deliver the program, clearly indicating new resources that must be secured.
6. Enrollment. Provide enrollment projections for the first five years of implementation.
7. Budget. Provide revenue and expenditure estimates, including the primary sources and uses of funds.
8. Other relevant information. Include any other information deemed relevant to support new certificate proposals.

C. Certificate Program Discontinuance

1. Regent Law (Article 4, Part B) delegates to the chancellor the authority to discontinue a Regent approved certificate.
2. The Vice President for Academic Affairs shall be informed of the discontinuance of a Regent approved certificate and shall communicate the action to CCHE.

III. HISTORY

Approved January 1, 2018 (Pending)