

ADMINISTRATIVE MEMORANDUM

SUBJECT Long-Range Planning, 1994-1999

NUMBER 341

DATE December 1, 1993

I. Introduction

Long-Range Planning, 1992-97 was adopted by the Board of Governors in November 1992. The schedule for future planning called for a revised plan to be adopted and published in 1994. The plan will be revised thereafter in odd-numbered years.

The purpose of this memorandum is to provide a schedule and guidelines for preparation of any proposed amendments to the long-range plan of the University.

II. Long-Range Planning, 1994-1999

Since the current planning document is to be reviewed only one year following its adoption, it is anticipated that any proposed modifications will be modest and few.

Nevertheless, after appropriate consultation with the faculty, each chancellor will submit to the President any proposed revisions in the organization, academic program offerings, or the mission of the institution for the five-year period 1994-95 through 1998-99.

A. Institutional Mission Statements

A report entitled Tenure and Teaching in the University of North Carolina was adopted by the Board of Governors in September 1993. Administrative Memorandum 338, dated September 28, 1993, provided instructions for implementation of the recommendations in the report. The Chancellors of the constituent institutions were instructed to review the institutional mission statements and, where necessary, "to revise them so as to give *explicit* recognition to the *primary* importance of teaching in the University."

Any proposed revisions to institutional mission statements necessitated by that review are to be submitted to the President by January 21, 1994, so that they can be acted upon prior to adoption of a revised long-range plan.

B. Proposed Academic Program Development

1. Authorization to Plan New Degree Programs

In accordance with Chapter 407, Section 1, Senate Bill 393, 1993 Session Laws, during 1994 and 1995 the Board of Governors will conduct a thorough review of all degree programs to identify those of low productivity or low priority or which are "unnecessarily redundant." The review shall emphasize identification of processes and resources to strengthen programs that are needed and are or can be made productive. Programs which are not or cannot be made productive will be considered for possible elimination.

The University will also be subject to a comprehensive review by a Legislative Study Commission on the Status of Education in the University of North Carolina. The study commission is to submit an interim report in April 1994 and a final report in February 1995.

In the light of these legislatively-mandated reviews, institutions are asked to exercise realistic and serious restraint in requesting authorization to plan any new degree programs.

Requests for authorization to plan any new academic degree programs must be submitted in accordance with Academic Program Development Procedures (March 1992). (See Enclosure #1 for format.)

Note: At its November meeting the Board of Governors granted permission to twelve institutions (Appalachian State University, East Carolina University, Fayetteville State University, NC A&T State University, North Carolina Central University, North Carolina State University, Pembroke State University, UNC Chapel Hill, UNC Charlotte, UNC Greensboro, UNC Wilmington, and Western Carolina University) to plan Master in School Administration degree programs. Institutions which intend to submit a proposal for such a degree program should indicate their intentions to do so here. A *special* format for submitting the proposal will be distributed to institutions in January 1994. The proposals for these school administration programs will be due on May 13, 1994, for review in a competitive process.

2. Reconfirmation of Previous Planning Authorizations

Institutions are to report on the status of those proposed new degree programs for which planning authorization has been granted previously, indicating whether the previous authorization should be withdrawn or reconfirmed. (See Enclosure #2 for format.)

3. Programs to be Discontinued

Institutions should review all current academic degree programs and give serious consideration to the elimination of programs of low productivity or low priority. (See Enclosure #3 for format for requests to discontinue programs.)

C. Enrollment Projections

Actual enrollment for 1992-93, estimated enrollments for 1993-94, and projected enrollments for 1994-95 through 1998-99 for the University as a whole and for each of the constituent institutions will be included in the revised plan. Each institution will be consulted during the preparation of the enrollment projections.

D. Reports on Institutes and Centers

Institutions will *not* be required to submit a report on each research and public service institute or center for this revision of the long-range plan.

Any requests for authorization to plan any new institutes or centers or to discontinue any existing institutes or centers should be submitted in accordance with Academic Program Development Procedures (March 1992). For units recommended for discontinuation indicate the proposed phase-out period and the effective date of discontinuation.

E. Organizational Charts

Each institution will submit an organizational chart showing primarily the academic structure of the institution. This should be an update of the chart appearing in Long-Range Planning, 1992-97. (See Enclosure #4 for chart format.)

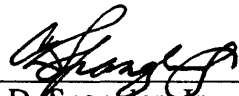
III. Schedule

Planning materials should be submitted to the President by March 15, 1994. Five (5) copies are requested for review. Type the abbreviated name of the institution at the top of each page so that it may be identified easily. Loose-leaf binders or notebooks should be used for easy insertion or removal of pages.

Consultations will be held with the Chancellors or designated institutional representatives to clarify proposals or to fill gaps in information.

Following the review and evaluation of institutional materials, a draft plan for the University of North Carolina, 1994-99, will be submitted to the Committee on Educational Planning, Programs, and Policies of the Board of Governors.

It is anticipated that the committee will make its report and recommendations to the Board of Governors during the summer, and the Board will take such actions as it may deem necessary and appropriate to amend and adopt the long-range plan. The plan as approved by the Board of Governors will then be presented to the Governor, the Advisory Budget Commission, and the General Assembly in the fall.


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