Optimizing Academic Program Data for Advocacy and Oversight

Angela Bell, Vice Chancellor for Research & Policy Analysis
Laura Lynch, Associate Vice Chancellor for Academic Programs & Policy
August 13, 2025

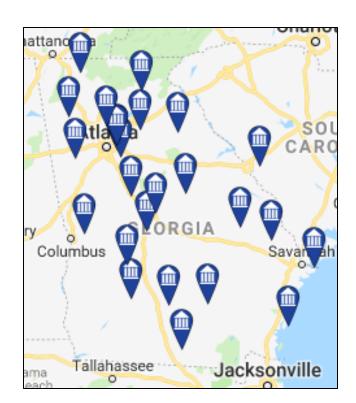
Session Flow

- Introduction to USG and its Catalog of Authorized Academic Programs (CAAP)
- Description and lessons learned from project to update CAAP processes, data, database, and build better online academic program data tools
- Discussion with you on similar projects and future directions



University System of Georgia

- Governed by Board of Regents with broad policy oversight including academic program approval
- 26 public, four-year universities and colleges
 - 4 Research Universities
 - 4 Comprehensive Universities
 - 9 State Universities
 - 9 State Colleges
- 364,725 students in Fall 2024
- 82,607 credentials awarded in FY25





Catalog of Authorized Academic Programs (CAAP)

- Database of all academic programs (degrees, majors, and certificates) approved to be awarded at each institution
 - In Oracle APEX, maintenance shared responsibility of system office Academic Affairs, Research & Policy Analysis, and Enterprise Data Management & Analytics teams
 - Elements include description, level, CIP, date approved, modality, etc.
 - Integrates with student-level Academic Data Collection to validate program enrollment and awards
 - Had public-facing web interface with subset of data elements
 - Utilized in institutional program analysis and proposals
 - Technically could be used by prospective students



Changing Needs and CAAP Project

- Modernized name
- Academic Affairs personnel needed better functionality (access to more fields, filters, etc.)
- Data quality issues (e.g., consolidations, terminations not registered, some fields incomplete or out-of-date)
- Creation of Georgia Degrees Pay website as centralized student-focused website required user-friendly academic program search tool
 - Needed to add fields like website links, campuses



CAAP Project Components

- Redesign of approval process and data pipeline
- Comprehensive data expansion and cleanup
- Database enhancement
- Creation of enhanced tool for system and institution practitioners (and rollout)
- Creation of student-focused search tool (and rollout)



CAAP Project Team



Academic Affairs, Student Affairs



Research & Policy Analysis



Enterprise Data Management & Analytics



Communications



Web Services



Project Management



Program Review and Approval

Program
Submission to
University
System
Academic
Affairs

Administrative Review

Board of Regents Approval Institution
Notified &
Program
Codified in
CAAP

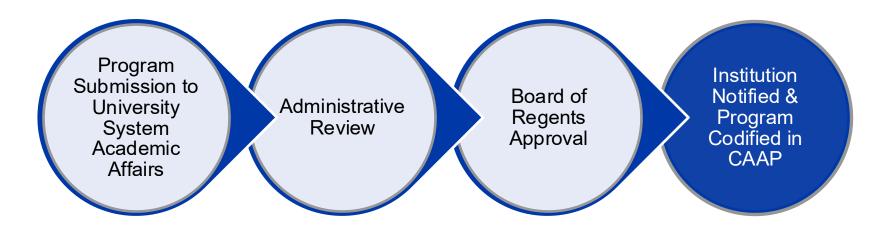
Electronic form

- 1.Initial Intake Review2.Integrated Review(15 staff from Academic Affairs, Fiscal Affairs, and Operations)
- 19-member Board appointed by the Governor
- Required for degree creation/termination only

 Status "Authorized, not Yet Active"



Problems with Prior Workflow



Outdated Tech & Limited Access

No Notification Updates

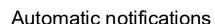
Manual Notifications



Program Submission Overhaul

Adopted Smartsheet for form submission

Public Status Logs



- To institution when it reaches each stage
 - Review, approval, or processing
- To system staff when approved
 - Update CAAP and other functions



Academic Proposals Smartsheet Submission Portal

Academic Programs

Timelines and Submission Logs for the forms below are available: New Programs, Program Modifications and Program Agreements, Existing Program Status Changes.

New Programs

Program Modifications

Existing Program Status Changes

Academic Programs

Timelines and Submission Logs for the forms below are available: New Programs, Program Modifications and Program Agreements, Existing Program Status Changes.

New Programs

- New Degrees/Majors
- New Certificates
- Activation for Newly Authorized Program

Program Modifications

- Program Delivery/Location Change
- General Modification (Name, CIP Code, Credit Hours)
- Program Details Update (Description, CPR, Webpage, Accrediting Orgs)
- Creation/Dissolution of Joint/Dual Degrees
- New/Renewed Articulation Agreements
- New Cooperative Academic Arrangements

Existing Program Status Changes

- Program Deactivation
- Program Reactivation (if Deactivated)
- Program Termination

Special Projects

9 2025 Credit Hour Refresh Project - Waiver Request Form for programs without program modification

Ø Field of Study Guidelines Update Form (For RACs)

Close an External Site Request

English Proficiency/English Language Programs

Faculty/Personnel Requests



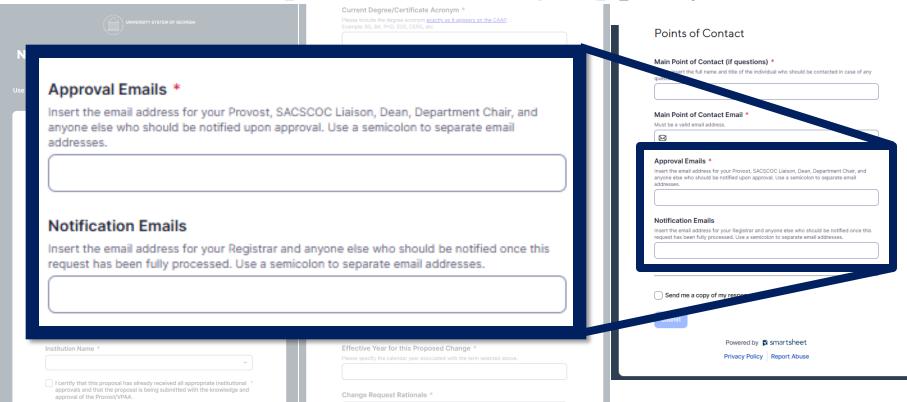
UNIVERSITY SYSTEM OF GEORGIA

Sample Submission Log

Establis	hing Degrees and/o	r Majors									
Degrees/Majors typically require at least a 3 - 5 month period. An initial review by USO Academic Affairs staff occurs fol 2. After this initial review/revision period, the proposals are				Approval Status Month Year for E Meeting			O) vising Smartsheet Academic Proposals Portal: tep typically 1985 1 - 2 weeks. If 15 members of 1980 staff from Academic Affairs,				
which of question 3. Once I.	case a recommendations, this step typically	ns. This team meets of ion is often not made takes 1 - 2 months. proposal for approval,	until a s			ed to t		n after N. Sirst meeting			
added to	the late September I/	ution submits a new do ART agenda. IART ha oposal is then added	as no fu	B Approved	August 2025	on. T	he October	I by mid September in t Board agenda items ha nonths since submission	ave mos.		
n Level	Institution Name	Degree Name	Major N	5 Approved	August 2025	iested tive	Requested Effective Y	r Approval Status	Month Year for E Meeting		
				Approved	August 2025						
Bachelors	Georgia Institute of	Bachelor of Science in Arts, Entertainment.						26 Approved	August 2025		
Technology		and Creative		Returned to Institution							
		Technologies		for Revision							
Bachelors	Georgia Southern University	Bachelor of Science in Public Policy	Public	for Revision	Sentember 2025		:	25 Approved	August 2025		
		Bachelor of Science in	Public Organia Leader	5 Scheduled for Upcoming BOR	September 2025	9		25 Approved 26 Approved	August 2025 August 2025		
Bachelors Bachelors Bachelors	University Abraham Baldwin	Bachelor of Science in Public Policy	Organia	5 Scheduled for	September 2025	9	:				



Sample New Form (Snippets)





Sample Automated Emails



Academic Program Proposal Approved by Board of Regents

Abraham Baldwin Agricultural College,

Your request to establish the below program was approved at the August 2025 Board of Regents' meeting.

Bachelor of Science Organizational Leadership Degree Acronym: BS CIP Code: 52021300

Effective Term: Spring 2026

Once your institution is ready to enroll/graduate students from this program, the "Activate a Newly Authorized Program" Request Form will need to be submitted on Smartsheet so that this program will appear on the Georgia Degrees Pay search tool. Your Registrar's Office will receive errors in the Academic Data Collection process for any enrolled students until that form is submitted.

Thank you,
Dana Nichols
Vice Chancellor for Academic Affairs and Student Success
University System of Georgia

Academic Program Proposal Processed on CAAP

Georgia Institute of Technology,

Your request to establish the below program has been processed and is now updated on the CAAP with status "Authorized, Not Yet Active."

Bachelor of Science in Arts, Entertainment, and Creative Technologies

Degree Acronym: BSAECT CIP Code: 110089901 Effective Term: Fall 2026

Once your institution is ready to enroll/graduate students from this program, the "Activate a Newly Authorized Program" Request Form will need to be submitted on Smartsheet so that this program will appear on the Georgia Degrees Pay search tool. Your Registrar's Office will receive errors in the Academic Data Collection process for any enrolled students until that form is submitted.

Please contact Jennifer McManus (jennifer.mcmanus@usg.edu) if you have any questions regarding the CAAP updates.

Thank you, University System of Georgia



CAAP Database Enhancement

- Decided to stay with APEX
 - Added new views, crosswalks
 - Validations
- Added new fields to facilitate tracking and additional information for student program finder
- Changes to existing fields



CAAP Data Fields

- Institution (Name & FICE Code)
- Degree (Level, Acronym, & Name)
- Major Name
- CIP Code & Definition
- Status (e.g., Active)
- Delivery Mode (with new definitions)
- Dates
 - Approval Date
 - Effective Date
 - Deactivate Date
 - End/Terminated Date
 - Last Activity Date & Reason for Change

- Program Hours
- Comprehensive Program Review
 - Previous Review Year
 - Next Review Year
- Campus Locations
- Program Characteristics

 (e.g., fallback program)
- Webpage Links
 - Program Specific
 - Institution Admissions
- Accrediting Agency
 - Program Long Description

New Fields

Added Recently



CAAP Data Cleanup and Additions

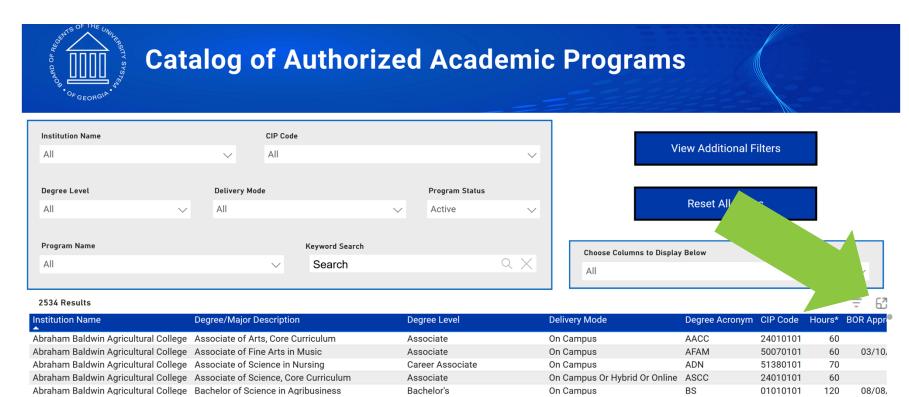
- Institution (Name & FICE Code)
- Degree (Level, Acronym, & Name)
- Major Name
- CIP Code & Definition
- Status (e.g., Active)
- Delivery Mode
- Dates
 - Approval Date
 - Effective Date
 - Deactivate Date
 - End/Terminated Date
 - Last Activity Date & Reason for Change

- Program Hours
- Comprehensive Program Review
 - Previous Review Year
 - Next Review Year
- Campus Locations
- Program Characteristics
 (e.g., fallback program)
- Webpage Links
 - Program Specific
 - Institution Admissions
- Accrediting Agency
- Program Long Description



Creation of New Online Tools

- Tool for Practitioners: Academic Affairs provided requirements, some had campus experience for that perspective
- Student-Facing Tool: researched other state systems, input from Academic and Student Affairs, Communications, Web Services
- Built in Power BI, had some help from Deloitte



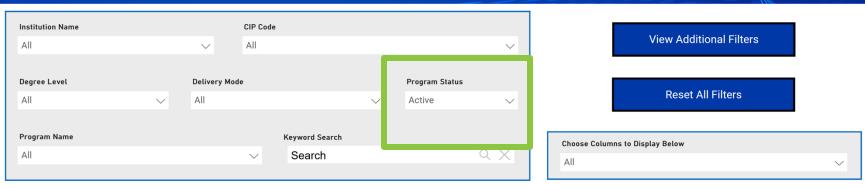


nstitution Name	Degree/Major Description	Degree Level	Delivery Mode	Degree Acronym	CIP Code	Hours*	BOR Approval Date En	d Date Effective Date	Effective Change Date
braham Baldwin Agricultural College	Associate of Arts, Core Curriculum	Associate	On Campus	AACC	24010101	60		06/02/2004	
oraham Baldwin Agricultural College	Associate of Fine Arts in Music	Associate	On Campus	AFAM	50070101	60	03/10/2010	05/04/2010	08/01/2025
braham Baldwin Agricultural College	Associate of Science in Nursing	Career Associate	On Campus	ADN	51380101	70		08/15/2010	08/01/2025
braham Baldwin Agricultural College	Associate of Science, Core Curriculum	Associate	On Campus Or Hybrid Or Online	ASCC	24010101	60		06/02/2004	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Agribusiness	Bachelor's	On Campus	BS	01010101	120	08/08/2017	08/08/2017	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Agricultural Communication	Bachelor's	On Campus	BS	01080201	120	08/08/2017	08/08/2017	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Agricultural Education	Bachelor's	On Campus Or Hybrid Or Online	BS	13130101	123	10/12/2016	10/12/2016	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Agriculture	Bachelor's	On Campus	BS	01999901	120	08/10/2016	08/10/2016	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Agriculture Technology Management	Bachelor's	On Campus	BS	01020101	120	08/09/2022	08/09/2022	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Biology	Bachelor's	On Campus	BS	26010101	120	06/07/2011	06/07/2011	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Business	Bachelor's	On Campus	BS	52010100	120	05/10/2016	05/10/2016	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Criminal Justice	Bachelor's	Online	BS	43010001	120	08/09/2022	08/09/2022	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Environmental Horticulture	Bachelor's	On Campus	BS	01060701	120	05/10/2016	05/10/2016	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in History and Government	Bachelor's	On Campus	BS	30460101	120	08/08/2017	08/08/2017	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Natural Resource Management	Bachelor's	On Campus	BS	03050601	120	05/10/2016	05/10/2016	08/01/2025
oraham Baldwin Agricultural College	Bachelor of Science in Nursing, RN to BSN	Bachelor's	On Campus Or Online	BSNC	51380105	120	03/09/2016	03/09/2016	08/01/2025
braham Baldwin Agricultural College	Bachelor of Science in Rural Community Development	Bachelor's	On Campus	BS	45110301	120	08/08/2017	08/08/2017	08/01/2024
braham Baldwin Agricultural College	Bachelor of Science in Writing and Communication	Bachelor's	On Campus	BS	23130101	120	08/08/2017	08/08/2017	08/01/2025
braham Baldwin Agricultural College	Certificate of Less than One Year in Digital Media and Professional Communication	Certificate of Less than One Year	On Campus	CER0	23130100	12	06/20/2023	08/14/2023	08/01/2025
braham Baldwin Agricultural College	Certificate of Less than One Year in Fundamentals of Data Analytics	Certificate of Less than One Year	Online	CER0	30710100	12	09/20/2024	08/01/2025	08/01/2025
braham Baldwin Agricultural College	Certificate of Less than One Year in Instructional Support Personnel	Certificate of Less than One Year	On Campus Or Hybrid Or Online	CER0	13150100	18	06/20/2023	08/14/2023	08/01/2025
braham Baldwin Agricultural College	Certificate of Less than One Year in Workplace Interpersonal Relationships	Certificate of Less than One Year	Online	CER0	30050100	15	09/09/2024	08/01/2025	08/01/2025
lbany State University	Associate of Applied Science in Histologic Technician	Career Associate	On Campus Or Online	AASHT	51100801	60		06/03/2004	05/01/2025
bany State University	Associate of Arts, Core Curriculum	Associate	On Campus Or Hybrid Or Online	AACC	24010101	60		06/03/2004	
bany State University	Associate of Science in Dental Hygiene	Career Associate	On Campus	ASDH	51060201	75		06/03/2004	05/01/2025
bany State University	Associate of Science in Diagnostic Medical Sonography	Career Associate	On Campus	ASDMS	51091001	72	11/19/2003	06/03/2004	05/01/2025
lbany State University	Associate of Science in Emergency Medical Services	Career Associate	On Campus	ASEMS	51090401	61		06/03/2004	05/01/2025
Ihany State University	Associate of Science in Health Information	Career Associate	Online	ASHI	51070701	70		06/03/2004	05/01/2025





Catalog of Authorized Academic Programs



2534 Results

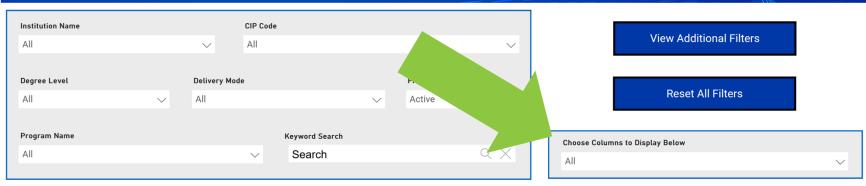
Institution Name	Degree/Major Description	Degree Level	Delivery Mode	Degree Acronym	CIP Code	Hours*	BOR Appr
Abraham Baldwin Agricultural College	Associate of Arts, Core Curriculum	Associate	On Campus	AACC	24010101	60	
Abraham Baldwin Agricultural College	Associate of Fine Arts in Music	Associate	On Campus	AFAM	50070101	60	03/10,
Abraham Baldwin Agricultural College	Associate of Science in Nursing	Career Associate	On Campus	ADN	51380101	70	
Abraham Baldwin Agricultural College	Associate of Science, Core Curriculum	Associate	On Campus Or Hybrid Or Online	ASCC	24010101	60	
Abraham Baldwin Agricultural College	Bachelor of Science in Agribusiness	Bachelor's	On Campus	BS	01010101	120	08/08,



UNIVERSITY SYSTEM OF GEORGIA



Catalog of Authorized Academic Programs

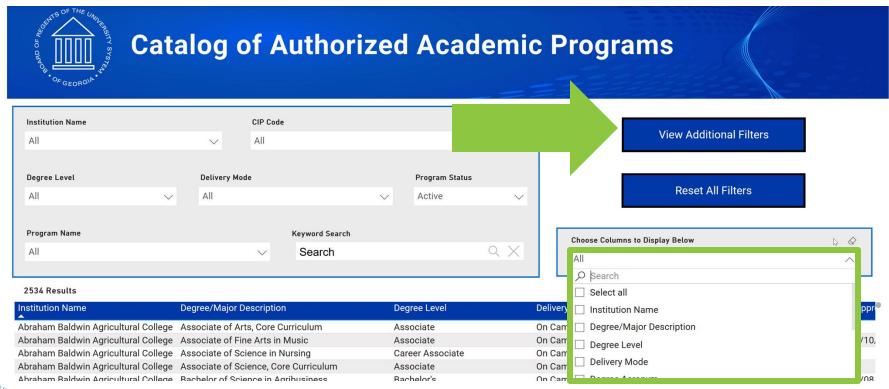


2534 Results

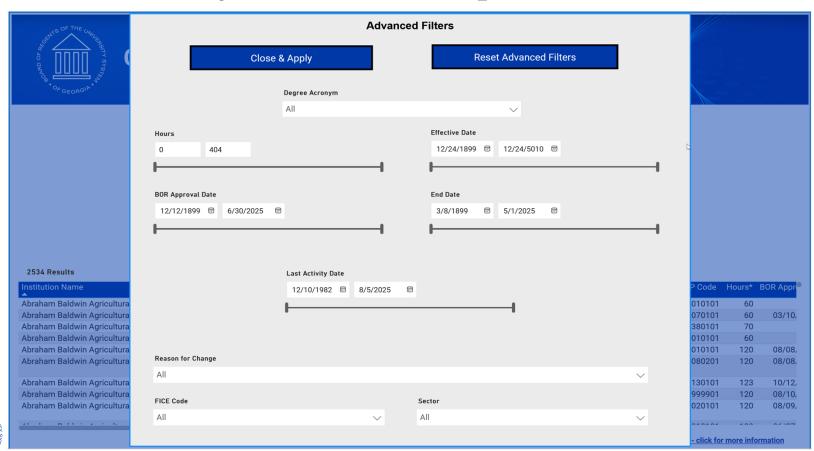
Institution Name	Degree/Major Description	Degree Level	Delivery Mode	Degree Acronym	CIP Code	Hours*	BOR Appr
Abraham Baldwin Agricultural College	Associate of Arts, Core Curriculum	Associate	On Campus	AACC	24010101	60	
Abraham Baldwin Agricultural College	Associate of Fine Arts in Music	Associate	On Campus	AFAM	50070101	60	03/10,
Abraham Baldwin Agricultural College	Associate of Science in Nursing	Career Associate	On Campus	ADN	51380101	70	
Abraham Baldwin Agricultural College	Associate of Science, Core Curriculum	Associate	On Campus Or Hybrid Or Online	ASCC	24010101	60	
Abraham Baldwin Agricultural College	Bachelor of Science in Agribusiness	Bachelor's	On Campus	BS	01010101	120	08/08,



UNIVERSITY SYSTEM OF GEORGIA







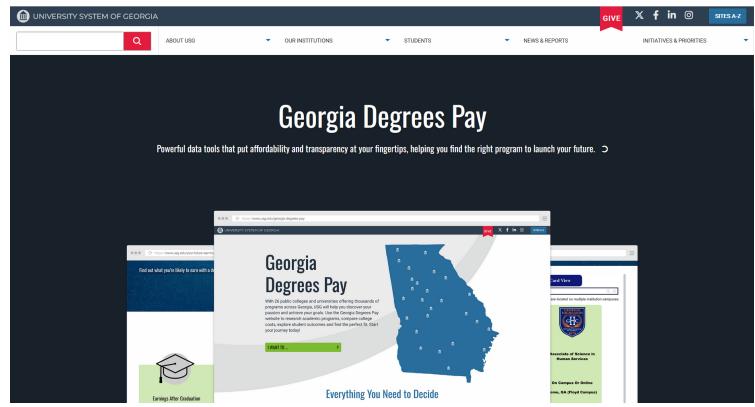


Rollout

- Included in presentation to Board of Regents on public-facing tool (meetings include campus reps, press)
- Emails to campus user groups and inclusion in presentations at their meetings:
 - Provosts
 - Academic Program Leads
 - Registrars
 - Admissions
 - Institutional Research and Planning
 - Accreditation Liaisons



Georgia Degrees Pay Tool for Students and Families



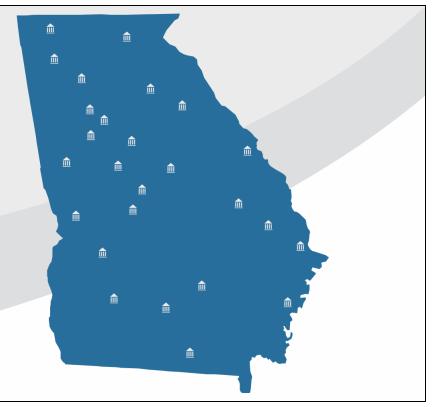


Georgia Degrees Pay Tool for Students and Families

Georgia Degrees Pay

With 26 public colleges and universities offering thousands of programs across Georgia, USG will help you discover your passion and achieve your goals. Use the Georgia Degrees Pay website to research academic programs, compare college costs, explore student outcomes and find the perfect fit. Start your journey today!

I WANT TO ...





Georgia Degrees Pay Tool for Students and Families

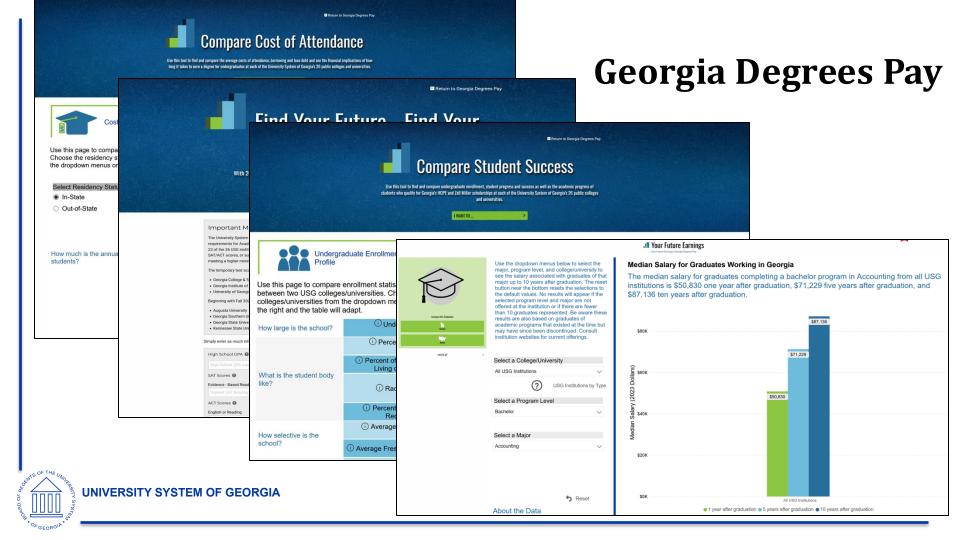
Georgia Degrees Pay

With 26 public colleges and universities offering thousands of programs across Georgia, USG will help you discover your passion and achieve your goals. Use the Georgia Degrees Pay website to research academic programs, compare college costs, explore student outcomes and find the perfect fit. Start your journey today!

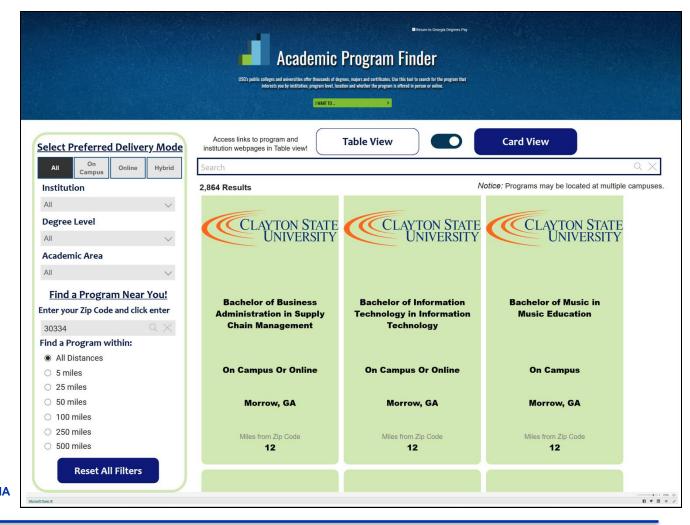






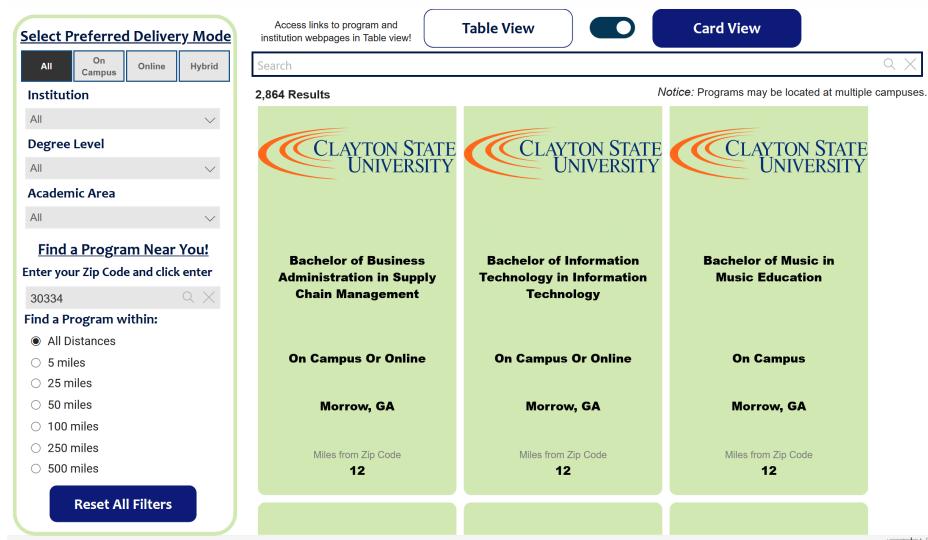


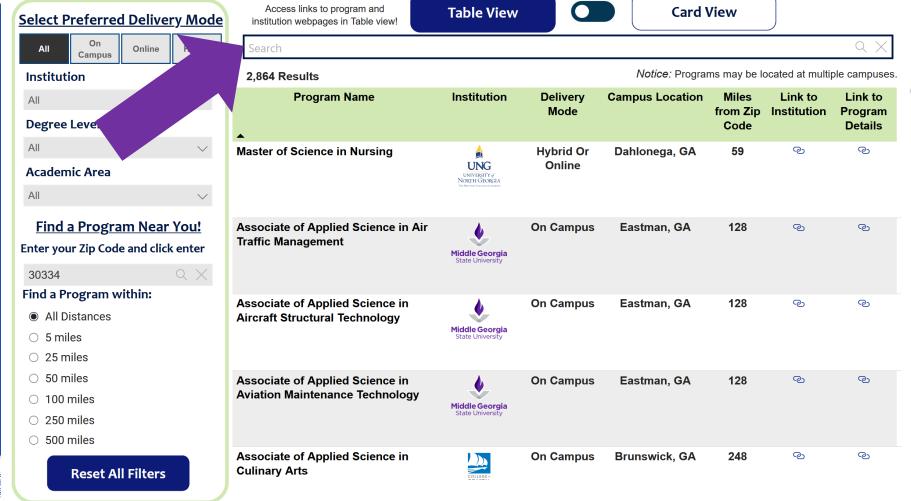
Academic Program Finder





UNIVERSITY SYSTEM OF GEORGIA





Within-System Rollout

- Emails to campus user groups and inclusion in presentations at their meetings:
 - Provosts
 - Academic Program Leads
 - Registrars
 - Admissions
 - Institutional Research and Planning
 - Accreditation Liaisons
 - Academic Advisors
 - Career Services



Public Rollout

Presentation at BOR meeting

 Press releases and outreach to select media outlets

Social media (often)

Outreach to government partners

High school counselor meetings and resources



Continued Process Improvement

Documentation

- Policy
- Forms
- Resources

Public Dashboards

- More Data
- Workarounds for Power BI limitations

Integration
between
Smartsheet
and the CAAP
database



Career Navigator and Credential Engine

Governor's Career Navigator Initiative

 Comprehensive career guidance system (department of education + both public systems for higher education)

Credential Engine

 Repository to capture credentials and credentialling pathways

Additional Data Needs

- Accrediting Agencies
- Program Long Description
- New Crosswalks (SOC Codes, Bursar/Financial Aid webpages, Audience Level, Estimated Duration)



Takeaways

Transparency

- Programs
- Changes
- Process

Efficiency

- Automation
- Ease of Access

Documentation

 Prevent campus interpretation of policy/procedure

Data Validation

Between system & institutions



Discussion

Other

Are there similar projects in your state?

