

Executive Memorandum No. 24

Definition of University of Nebraska Program

Sections 4.4.1, 4.7.1, 4.9, 4.11 of the *Bylaws of the Board of Regents of the University of Nebraska* (the “*Bylaws*”) provide that Special Appointments, Appointments for a Specific Term, Health Professions Appointments and Continuous Appointments may be terminated by the university when there is a “bona fide discontinuance of a program or department.” Departments are specifically provided for in Section 2.10 of the *Bylaws*. However, the *Bylaws* do not provide a definition of what constitutes a “program.”

For the purposes of Sections 4.4.1, 4.7.1, 4.9, 4.11 and 4.12 of the *Bylaws* definitions of academic, and support and service programs to be used when considering possible budget reallocation and reduction actions are:

1. Academic program. An academic program shall be defined by any one or more of the following characteristics:
 - a. includes the word “College,” “School,” “Department,” “Center,” “Institute,” “Division,” “Program,” “Bureau,” “Clinic” or “Laboratory” as part of its title;
 - b. is headed by a person with academic rank entitled “dean,” “director,” “chair,” “chief,” “coordinator,” or “head;”
 - c. leads to a degree, a certificate, a major, a minor, a credential, a diploma or continuing education units;
 - d. has a sequence of specific academic requirements;
 - e. is a distinct academic option or track within a larger unit;
 - f. has received administrative approval at the campus level or above to be a distinct academic, research or service function;
2. Support and service program. Any unit that does not have one or more of the foregoing characteristics of an academic program will be defined as a support and service program.

Reference: August 19, 2002