11.09.99.C0.01 Low-Producing Minors and Certificates

Revised: November 17, 2025
Next Scheduled Review: November 17, 2030
Revision History

Procedure Summary

In alignment with System policy *11.09, Low-Producing Academic Programs*, minors, and certificates at Texas A&M University-Corpus Christi (TAMU-CC) must be reviewed annually. Recommendations for consolidation or elimination must be reported by the President to the chancellor and Board of Regents on an biennial basis (in even-numbered years). This review will be conducted by the appropriate academic program/department, academic unit (e.g., college, school) curriculum committee, academic unit dean/director, University Curriculum Committee, and Provost and Vice President for Academic Affairs (Provost). This procedure outlines the review process for low-producing minors and certificates.

Procedure

1. GENERAL

    1.1. Low-producing bachelors, masters, and doctoral degree programs are reviewed annually based on criteria provided by the Texas Higher Education Coordinating Board, as well as any additional criteria established by TAMU-CC.

    1.2. Low-producing minors and certificates are reviewed annually based on criteria determined by TAMU-CC.

    1.3. New minors and certificates are exempt from the requirements of this procedure for the first three (3) academic years of being published in the catalog.

2. CRITERIA FOR LOW-PRODUCING MINORS AND CERTIFICATES

    To remain active, undergraduate (freestanding/embedded) minors, undergraduate (transcripted/non-transcripted) certificates, and graduate (transcripted/non-transcripted) certificates must meet one (1) of two (2) criteria:

(a) Graduate a cumulative minimum of five (5) students within the past three (3) years or

(b) Have a current-year enrollment of at least three (3) students alongside a cumulative three (3) graduations within the past three (3) years.

3. REVIEW PROCESS

3.1. Annually, the Provost/designee will develop a list of low-producing minors and certificates that meet or approach the low-producing criteria.

3.2. This list will be given to the academic units and departments housing the minors/certificates for justification and recommendations for (1) a teach out, (2) consolidation, or (3) continuation of the minor/certificate (exemption from closure). The justification must include specific industry data to substantiate workforce demand to avoid consideration for consolidation or elimination. The justification should also provide data/rationale/strategy to support why the minor/certificate will not be low-producing in the future and/or appeal to a special need associated with institution's mission and/or strategic plan. All justifications/recommendations are advisory.

3.3. Faculty in the department should have input.

3.4. An independent review will be conducted to advise the Provost in adjudicating any appeal.

3.5. Final determination of the closure of low-producing minors or certificates rests with the university President or designee.

3.6. All catalog changes resulting from this review will follow the internal review process outlined in university procedure *11.10.99.C0.03 Development of Courses and Catalog Revisions*.

3.7. Biennially, TAMU-CC will submit to the chancellor and TAMUS Board of Regents a report of degree programs, minors, and certificates that have not met minimum standards established by the THECB or TAMU-CC for the number of credentials awarded.

3.8. A closed minor/certificate could be proposed as a new minor/certificate in the future. Evidence for student demand and need for the minor/certificate must be provided prior to starting the new minor/certificate.

Related Statutes, Policies, or Requirements

19 Tex. Admin. Code Ch. 4, Subch. R, Review of Low-Producing Degree Programs
Tex. Educ. Code § 51.989 (as enacted by S.B. 37, § 1.03, effective September 1, 2025)
System Policy *11.09, Low-Producing Academic Programs*
University Procedure *11.10.99.C0.02, Development of Certificate Programs*
University Procedure *11.10.99.C0.03, Development of Courses and Catalog Revisions*
University Procedure *11.99.99.C0.01, Academic Minors*

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