

T. Process for Program Closure

Updated July 2015

The following process will be used to discontinue any program that leads to a degree or any program or department whose closure may lead to the termination of tenured, tenured track, professional and/or professional track faculty. Program or department closure is a seven stage process:

1. The Academic Leadership Council (ALC) and Provost will consider program, department, and university data (i.e. financial considerations, mission, the most recent program review self-study and strategic considerations) annually to identify potential programs or departments for closure. ALC will make a recommendation for closure of a program or department.
2. In the case of a recommendation for a closure, the Provost will meet with the dean, chair and faculty of the affected program or department to communicate the recommendation for closure and discuss the impact of the decision.
3. The program or department faculty will have up to four weeks to present a response or additional information, addressing the factors leading to the decision, to the Provost and members of the Academic Leadership Council.
4. Should the recommendation for program closure be upheld, the recommendation will be shared with ECFA. ECFA will share the recommendation with Faculty Assembly. ALC will schedule a forum to solicit input from faculty.
5. The Academic Leadership Council will consider input from faculty and make a recommendation to the Provost.
6. The Provost will bring the recommendation to President's Cabinet. Cabinet will make a recommendation to the President, who will make the final decision regarding the program closure. Faculty Assembly will be informed of the decision.
7. The President will share his or her decision with the Institutional Programs Committee of the Board of Trustees for discussion and final approval by the full Board.