

<p><b>1. Closure.</b> Closure of an academic program must be approved by the chancellor. Approval will only be granted under the following circumstances:</p> <ul style="list-style-type: none"> <li>• The closure is requested by a system college or university, and the chancellor determines that the documentation provided supports closure,</li> <li>• The chancellor determines that closure is warranted, or</li> <li>• The academic program has not been reinstated following a suspension.</li> </ul>	<p><b>4. Suspension and reinstatement.</b> A system college or university may suspend an academic program for three years. The system college or university shall apply to the chancellor for suspension of an academic program. The application shall include documented reasons for suspension and a reinstatement plan with a date for reinstatement. The suspension may be extended for up to one year with notification to the chancellor. The chancellor shall close an academic program that has not been reinstated following a suspension.</p>
<p>The academic program closure application must be documented by information, as applicable, regarding:</p> <ol style="list-style-type: none"> <li>1. academic program need,</li> <li>2. student enrollment trends,</li> <li>3. employment of graduates,</li> <li>4. the financial circumstances affecting the academic program, system college or university,</li> <li>5. the plan to accommodate students currently enrolled in the academic program,</li> <li>6. impact on faculty and support staff,</li> <li>7. consultation with appropriate constituent groups including students, faculty and community,</li> <li>8. alternatives considered, and</li> <li>9. other factors affecting academic program operation.</li> </ol> <p>A closed academic program cannot be relocated, replicated or reinstated.</p>	<p>Reinstatement requires approval of the chancellor based on review of required documentation. The reinstatement plan must address the documented reasons for suspension and the following factors, as applicable:</p> <ol style="list-style-type: none"> <li>1. academic program need,</li> <li>2. student enrollment trends,</li> <li>3. employment of graduates,</li> <li>4. financial circumstances affecting the academic program, system college or university,</li> <li>5. the plan to accommodate students currently enrolled in the academic program,</li> <li>6. impact on faculty and support staff,</li> <li>7. consultation with appropriate constituent groups including students, faculty and community,</li> <li>8. academic program accreditation or licensure,</li> <li>9. alternatives considered, and</li> <li>10. other factors affecting academic program operation.</li> </ol> <p>A suspended academic program shall not be relocated or replicated until it is reinstated.</p>

REINSTATEMENT PLAN FOR PROGRAM MAJOR, MINOR, IN SEMESTER, YEAR

a) Academic Program Need

Example PROGRAM is a liberal arts major that four year universities have traditionally offered. It has been part of the University/College curriculum since the early 1980s. As such, it complements the range of liberal arts majors and minors that UNIVERSITY/COLLEGE offers, and in the ideal world, would be part of our curriculum.

b) Student enrollment trends

Over the past five years, student enrollments in the PROGRAM major and minor have been small as shown in the Application document. Classes at the introductory level enroll well, and some students continue on to more advanced classes. Courses beyond the Introductory and Intermediate level have consistently drawn low numbers. Beginning in the Fall semester of 1999, PROGRAM enrolled 5 majors, 4 in 2000, 2 in 2001, 2 in 2002, 2 in 2003, 5 in 2004, 5 in 2005, 10 in 2006, 12 in 2007, 6 in 2008, and 2 currently.

To make these programs viable, these upper division classes need to enroll between 15 and 20 students each. The University would propose that unless the course enrollment statistics in PROGRAM Courses XXXX 202 and XXXX303 triple from the current enrollments of 13 by Spring semester, 2011, that the PROGRAM be suspended for an additional year or closed. In the meantime, University/College Name has a plan to try and increase enrollments to an acceptable level in the following manner.

During the 2009-2010, the PROGRAM will be brought into a new department, and tentatively renamed NEWBUT SAMEPROGRAM. In addition, the PROGRAM will undergo a thorough program review, and a consultant will be brought to campus to strategize about ways to increase enrollments by broadening the curriculum and redefining PROGRAM from the pure study of FIELD OF STUDY to a more global program which might provide for the following changes: xyz. Hopefully, a broader, more topical program will reinvigorate the major within the new department.

c) Employment of graduates

Over the past few years, employment of graduates of the PROGRAM is spotty as the application indicates. Majors in PROGRAM do not find work in their chosen field for the most part.

UNIVERSITY/COLLEGE would propose that the program faculty and administration undertake a study in the 2010-2011 academic year to demonstrate that employment prospects for PROGRAM majors have substantially improved. Barring positive results, UNIVERSITY/COLLEGE would request that the PROGRAM be suspended for an additional year or closed.

Hopefully, students with the broader education in a REDESIGNED PROGRAM will find the search for employment easier in this increasingly global economy.

d) Financial Circumstances affecting the academic program, system college or university

COLLEGE/UNIVERSITY, like all other institutions in the MNSCU system, is anticipating a severe blow to its state appropriation in this biennium. The state of Minnesota is currently estimating that possible budget shortfall at as much as \$4, 300,000,000. We can no longer afford to subsidize this low enrollment program when the faculty teaching in it can redirect their talents and efforts to introductory courses in XXXX PROGRAM and other high-demand courses. Further, UNIVERSITY/COLLEGE would like to avoid the expense of replacing some or all of these Full Professor-level faculty when they retire.

e) Plan to accommodate students currently enrolled in the academic program

The currently declared majors and minors in PROGRAM have been identified. They have been contacted through both e-mail and U.S. postal service. They are being assured that, if they continue to be full-time students, they will be able to complete their PROGRAM at UNIVERSITY/COLLEGE during the next two years. They will be advised each semester as to the exact course or courses that they must take in order to complete their PROGRAM. For more details, see the attached PROGRAM Completion Plan.

f) Impact on faculty and support staff

For the next two years, the PROGRAM faculty members (Dr. John Doe and Dr. Jane Smith) will continue to offer select upper division PROGRAM classes in order to allow students to complete their major or minor. After that, they will continue to teach lower division classes, and perhaps teach introductory courses. The office manager and administrative assistant position duties and responsibilities will not change.

g) Consultation with Constituent Groups; Students, Faculty, and Community

As mentioned above, every student has been contacted about the PROGRAM suspension. The Dean of the College of NAME/FIELD has presented this plan and documentation to the XXXX department and to the University Academic Affairs and Curriculum Committee. (see attached minutes). The administration has also brought the plan to the Faculty Association through the Meet and Confer process. An article about the proposed suspension of these PROGRAMS has appeared in our local papers, the Daily Planet and Local Town Bulletin.

h) Academic PROGRAM accreditation or licensure

The PROGRAM major and minor are not accredited or licensed. (This is typical of most Liberal Arts programs).

i) Alternatives considered

Students can take PROGRAM courses at \_\_\_\_\_, which still maintains a similar major. Given the small numbers of students enrolled in this PROGRAM, we believe this is the least expensive alternative possible. As noted above, students should not need to resort to these alternatives because we intend to “teach out” the remaining PROGRAM majors and minors.

j) Other factors affecting

There are none that we can think of beyond the issue of high cost and low demand.