FORM H
BOARD OF REGENTS
INSTITUTIONAL PROCESS TO REQUEST ELIMINATION OF ADMINISTRATIVE UNITS
February 9, 2015

Name of institution: ___________________________________________________________

Date submitted: ___________________________________________________________

Name of unit: _________________________________________________________________

☑ Briefly describe the administrative unit.

☑ Provide a brief rationale for the request to terminate the unit.

☑ Describe how the responsibilities of the unit will be accommodated; what kind of transition period is planned.

☑ Describe the current administrative organization; describe the proposed administrative organization.

☑ Describe the effect on costs of eliminating the administrative unit, e.g., cost savings, etc.

☑ Is this intended to be a temporary or permanent change? If temporary, for how long?

☑ What is the anticipated impact on other units?

☑ Provide any other information that might be helpful to the Board of Regents in considering this request.

☑ Has the proposed change been discussed within the university’s organization?

☑ What is the proposed implementation date?