

FORM J
BOARD OF REGENTS
INSTITUTIONAL PROCESS TO REQUEST ACADEMIC PROGRAM REDUCED ADMISSIONS,
PROGRAM SUSPENSION, OR PROGRAM TERMINATION
January 29, 2015

Name of institution: _____

Date submitted: _____

Name of program: _____

CIP Code: _____

College: _____

Level: B _____ M _____ D _____ FP _____

Degree abbreviation (e.g., B.S., B.A., M.A., etc.): _____

Action requested: Reduced admissions _____ Program suspension _____ Program termination _____

The request for admission reduction, program suspension, or program termination shall be reviewed in-depth by the Board Office and the Council of Provosts. With the recommendation for approval by the Board Office and the Council of Provosts, the request for admission reduction, program suspension, or program termination shall be submitted to the Board of Regents for discussion and action.

The institution shall not communicate to the public its intended action to limit enrollment, suspend the program, or terminate the program until it is been approved by the Board of Regents.

- Provide a brief description of the program.
- Provide a brief rationale for the requested action.
- Describe how students currently admitted to or eligible for admission to the program will be accommodated; what kind of transition period is planned; length of transition period.
- Describe the effect on costs of reducing enrollments or terminating the program, e.g., cost savings, resource reallocations, etc.
- Is program available elsewhere in the state? Identify the schools where the program is available and the current enrollment at those sites.
- Provide an annual analysis for a 5-year period of applications in the academic program; provide an annual analysis for a 5-year period of enrollments in the academic program.
- Provide an annual analysis for a 5-year period of graduations from the academic program.
- Is this intended to be a temporary or permanent change (applies only to reduced admissions)? If temporary, for how long?
- How will the reduction or termination affect workforce needs in the state? Be as specific as possible.
- What is the anticipated impact on other programs? Will students likely go elsewhere?
- What is the anticipated impact on minorities and women?
- Is a reduction in faculty, staff, facilities, etc. anticipated?
- Provide any other information that might be helpful to the Board of Regents in considering this request.