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| S:\Communications\Logos and photos\SDBORLogos\final_sdbor_webreadyBW_trans.gif | **SOUTH DAKOTA BOARD OF REGENTS**  ACADEMIC AFFAIRS FORMS |
| Program Termination or  Placement on Inactive Status |
|  |  |

Use this form to request termination or inactive status for an existing program (graduate program, undergraduate major or minor, certificate, or specialization). The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

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| **UNIVERSITY:** | DSU |
| **DEGREE(S) AND PROGRAM:** | **B.S. Digital Arts and Design – Film and Cinematic Arts** |
| **CIP CODE:** |  |
| **UNIVERSITY DEPARTMENT:** | **College of Arts and Sciences** |
| **BANNER DEPARTMENT CODE:** |  |
| **UNIVERSITY DIVISION:** | **College of Arts and Sciences** |
| **BANNER DIVISION CODE:** |  |

**University Approval**

*To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.*

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| President of the University |  | Date |

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1. **Program Degree Level (*place an “X” in the appropriate box*):**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Associate |  | Bachelor’s |  | Master’s |  | Doctoral |  |

1. **Category (*place an “X” in the appropriate box*):[[1]](#footnote-1)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Certificate |  | Specialization |  | Minor |  | Major |  |

1. **The program action proposed is (*place an “X” in the appropriate box*):[[2]](#footnote-2)**

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| --- | --- | --- | --- |
| Inactive Status |  | Termination |  |
| *See question 4* |  | *See questions 5 and 6* |  |

1. **INACTIVE STATUS** 
   1. **Provide a justification for inactivating the program:**
   2. **If there are current students in the program, what are the implications of placing the program on inactive status?**
   3. **What is the last date (day/month/year) by which a student can graduate in the program:**
   4. **What is the proposed date (day/month/year) inactive status takes effect (the proposed date for inactive status is also the last date a student may enroll in or declare the program)?**
2. **TERMINATION WITH ENROLLED STUDENTS**
   1. **Provide a justification for terminating the program:**

This specialization has had a limited number of students enrolled over the years. The College of Arts and Sciences, recommend that now is the time to terminate this specialization.

* 1. **What is the plan for completion of the program by current students?**

The College has put together a teach-out plan for all remaining students, which includes a rotation schedule of when the courses will be offered. Students have been contacted and their advisers are working with them to make sure they can complete the specialization. After students register for fall 2020 and spring 2021 courses, advisors will again check that all student’s schedules include the courses needed. All students with this specialization were moved to one advisor. This will ensure students take the courses when offered and graduate on schedule.

* 1. **What is the proposed date (day/month/year) program termination status begins (program status in the database changes to *Phasing Out* and last date a student may enroll in or declare the program)?**

The program should move to termination status as soon as the SD BOR approves. The specialization has already been removed from the website, recruiting materials and stopped admitting students as of January 1, 2020.

* 1. **What is the last date (day/month/year) in which a student may enroll in the program (program status in the database changes to *Phase Out*)?**

As noted above, we stopped enrolling students as of January 1, 2020.

* 1. **What is the last term or date (day/month/year) by which a student can graduate from the program?**

May 2023

* 1. **What are the potential cost savings of terminating the program and what are the planned uses of the savings?**

The cost savings will primarily be in not having to purchase expensive equipment to support this specialization. The faculty who taught the upper level courses will be assigned to teach courses we’ve been hiring adjuncts for.

* 1. **What are the resulting employee terminations and other possible implications including impact on other programs?**

There are no faculty terminations and as noted in 5.F., the faculty teaching courses in this specialization will fill other course needs.

1. **TERMINATION WITHOUT ENROLLED STUDENTS**
   1. **Provide a justification for terminating the program:**
   2. **What is the proposed date (day/month/year) for the program to terminate (program status in the database changes to *Deleted*)?**
   3. **What are the potential cost savings of terminating the program and what are the planned uses of the savings?**
   4. **What are the resulting employee terminations and other possible implications including impact on other programs?**

1. Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in Colleague. [↑](#footnote-ref-1)
2. Note: An inactive program is a program a university has authority to offer, but the program is not admitting new students and has not formally terminated. A presumption exists that inactive status is a temporary status; universities review inactive programs periodically to determine the feasibility of reactivating or terminating the program. Programs can remain inactive for five (5) consecutive years at which time a university must terminate the program. A terminated program is a program for which a university ceases to have authority to offer. Reinstatement of a terminated program requires university and BOR approval through the prescribed new program approval processes. [↑](#footnote-ref-2)