

Replaced by [S99-4](#)

S79-12 Termination of Programs

(Including policy recommendations from F79-2, F79-3, and F83-3)

Legislative History:

At its meeting of April 16, 1979, the Academic Senate approved the following policy recommendation presented by Dr. T. Norton, Chair, Curriculum Committee.

ACTION BY THE UNIVERSITY PRESIDENT:

"Accepted as university policy with the understanding that any program on which a formal decision to terminate was made prior to April 16, 1979, will not be subject to further review; that any program which might be subject to discontinuance due to action by the California Postsecondary Commission or by the Office of the Chancellor would not be covered by this policy; that all members of the committee named under C.1. are voting members." Signed: Gail Fullerton, April 23, 1979

Amendments F79-2, F79-3, and F83-3 were also signed by Gail Fullerton in their respective years.

POLICY RECOMMENDATION TERMINATION OF PROGRAMS

- A.** Termination or discontinuance of any degree or credential program (including concentrations, options, emphases and certificates within degree programs) shall be subject to the following conditions:
 - 1.** The program shall not be one of high priority or preference under the Statement of Curricular Priorities;
 - 2.** Termination shall be preceded by review, as provided in parts B or C;
 - 3.** Provision shall be made to enable students in terminated programs to complete their degrees.
- B.** **1.** Where termination of a program is proposed or consented to by the department (or equivalent academic unit) offering the program or where the department, although opposing termination, agrees to review under this part, the school dean (or dean's designee) shall review and evaluate the program and make a report and recommendation to the school curriculum committee.

- 2.** A sufficient number of students shall be added to the school curriculum committee to insure that at least two students have voting rights in the review process.
- 3.** The dean shall take into account information and materials provided by the department, any recent self-evaluation or accreditation reports, information and materials provided by the Dean of Graduate Studies (if a graduate program) or the Dean of Undergraduate Studies (if an undergraduate program), the possible impact of termination on faculty and students, the relationship of the program to other programs and to the university and the system as a whole, and such other matters as the dean may consider relevant.
- 4.** The dean shall evaluate the program in terms of the university's curricular priorities and the objectives and resources of the department and the school. If the dean's report recommends termination, it shall also state whether any faculty lay-off will result and shall propose appropriate measures to permit students currently enrolled to complete their degrees. The dean shall send copies of the report to the department, the Dean of Graduate or Undergraduate Studies (as may be appropriate), the Dean of Academic Planning and the Academic Vice President.
- 5.** When it receives the dean's report, the school curriculum committee shall notify the dean, and all those to whom the dean is directed to send copies, of the date, time and place when the report will be considered. The department shall notify its faculty and students of the committee meeting. At the meeting, the committee shall give all interested persons and groups an opportunity to comment on the report and to present information and arguments. The curriculum committee shall then, on the basis of the dean's report and any other matters or information before it, recommend either for or against termination of the program.
- 6.** The recommendation of the school curriculum committee and the dean's report (and any additional report made or approved by the school committee) shall be forwarded to the Graduate or Undergraduate Studies Committee (as may be appropriate).
- 7.** The Graduate or Undergraduate Studies Committee shall consider the recommendation and report and any other matters or information it deems relevant and make a recommendation for or against termination. This recommendation, any supporting statement made by the Graduate or Undergraduate Studies Committee, and the prior recommendations and reports shall be forwarded to the Academic Senate Curriculum Committee and to the Academic Vice President for comment and shall then be presented to the President for decision. In making that decision the President shall give full weight to faculty recommendations.
- 8.** If the President decides that the program shall be terminated, a report of the decision shall be forwarded to the Chancellor for review, in compliance with the CSUC Interim Policy for Discontinuance of Academic Programs (EP&R 79-10). If the termination is approved by the Chancellor, the Curriculum Committee of the Senate shall include the termination in the next Academic Master Plan report.

- C. 1.** Where the termination of a program is proposed by the school dean, in consultation with or at the request of the Academic Vice President, and the department (or equivalent unit) offering the program does not consent to termination or agree to review under part B, the initial review and evaluation shall be made by a special review committee composed of:
- a.** Five faculty members, two designated by the school dean, three by the elected members of the Academic Senate Executive Committee;
 - b.** If there are two or more faculty assigned to the program, two faculty members designated by the faculty electorate of the department concerned;
 - c.** Two students, one from the department/program, and one from another department/program; the first student will be chosen by the department majors in a democratic election conducted by the school dean; the second student, from another program, designated by the Associated Students President;
 - d.** The AAVP for Graduate Studies or the AAVP for Undergraduate Studies, as appropriate.

The members of the committee shall elect a chairperson.

2. The special committee's review shall take into account the same matters and information and make the same evaluation as, and otherwise be similar in substance to, the review by the school dean provided for in part B, paragraphs 2 and 3. In addition, the committee shall consider the information and materials presented by the school dean. The report of the special committee shall be distributed as provided in part B, paragraph 3, and a copy shall also be sent to the school dean. If the report recommends termination and the basis (or a basis) for the recommendation is the program's low priority under the Statement on Curricular Priorities, the department shall be notified before the report is presented to the school curriculum committee, so that the department may, at its option, request an exception from the usual priority standards as provided in part E of the Statement on Curricular Priorities.

3.a. The proceedings in the school curriculum committee shall be substantially as provided in part B, paragraph 4.

b. The recommendation of the school curriculum committee together with the review committee's report and any additional statement from the school curriculum committee shall be forwarded to the Graduate or Undergraduate Studies Committee (as may be appropriate) for its recommendation as provided in part B, paragraph 6.

c. The recommendation (and supporting statement, if any) of the Graduate or Undergraduate Studies Committee, together with the reports and recommendations of the other committees shall be forwarded to the President through the Senate Curriculum Committee and the Academic Vice President as provided in part B, paragraph 6.

d. If the President decides that the program shall be terminated, the final proceedings shall be as provided in part b, paragraph 7.

- D. 1.** For the purposes of this policy, small schools containing no department and departments (or equivalent units) not part of any school shall be treated as departments within a school of related academic interests, as determined by the Academic Vice President.
- 2.** Inter-school programs shall be treated as programs offered in the school in which is located the department having the primary administrative responsibility for the program or the greater faculty involvement, as determined by the Academic Vice President.
- E.** If approved by the President, this policy shall also be presented to the Chancellor for approval, as required by the system Interim Policy (EP&R 79-10).