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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 |
|  |  |

|  |  |
| --- | --- |
| **UNIVERSITY:** | DSU |
| **DEGREE(S) AND PROGRAM:** | **Website Administration Certificate** |
| **CIP CODE:** | **11.0801** |
| **UNIVERSITY DEPARTMENT:** | **College of Business & Info Systems** |
| **UNIVERSITY DIVISION:** | **Information Systems** |

**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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| --- | --- | --- |
| C:\Users\slaughts\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Dr. McKay Signature.jpg |  | 1/16/2018 |
| President of the University |  | Date |
|  | | |

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 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)**

|  |  |  |  |
| --- | --- | --- | --- |
| 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:**
   2. **What is the plan for completion of the program by current students?**
   3. **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)?**
   4. **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*)?**
   5. **What is the last term or date (day/month/year) by which a student can graduate from the program?**
   6. **What are the potential cost savings of terminating the program and what are the planned uses of the savings?**
   7. **What are the resulting employee terminations and other possible implications including impact on other programs?**
3. **TERMINATION WITHOUT ENROLLED STUDENTS**
   1. **Provide a justification for terminating the program:**

There has only been one graduate in the last 5 years, and there are currently no students enrolled. Additionally, faculty do not feel the courses provide the knowledge and skills needed to administer a web server in which a website is hosted.

* 1. **What is the proposed date (day/month/year) for the program to terminate (program status in the database changes to *Deleted*)?** Summer 2018
  2. **What are the potential cost savings of terminating the program and what are the planned uses of the savings?**

None – N/A

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

None – N/A

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)