



## 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.

UNIVERSITY:	BHSU
DEGREE(S) AND PROGRAM:	Library Media Minor
CIP CODE:	250101
UNIVERSITY DEPARTMENT:	School of Education
BANNER DEPARTMENT CODE:	BSCE
UNIVERSITY DIVISION:	College of Education and Beh Sci
BANNER DIVISION CODE:	6E

#### 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.*

President of the University

Click here to enter a  
date.  
5/13/22  
Date

#### 1. Program Degree Level (place an "X" in the appropriate box):

Associate ☐ Bachelor's ☒ Master's ☐ Doctoral ☐

#### 2. Category (place an "X" in the appropriate box):<sup>1</sup>

Certificate ☐ Specialization ☐ Minor ☒ Major ☐

#### 3. The program action proposed is (place an "X" in the appropriate box):<sup>2</sup>

Inactive Status ☐ Termination ☒

<sup>1</sup> Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in the student information system.

<sup>2</sup> 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.

#### **4. INACTIVE STATUS**

- A. Provide a justification for inactivating the program:**
- B. If there are current students in the program, what are the implications of placing the program on inactive status?**
- C. What is the last date (day/month/year) by which a student can graduate in the program?**
- D. 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)?**

#### **5. TERMINATION WITH ENROLLED STUDENTS**

- A. Provide a justification for terminating the program:**  
History of low program productivity and small class sizes. Additionally nearly half of the courses were taught by adjunct so cost prohibitive.
- B. What is the plan for completion of the program by current students?**  
A teach-out plan has been developed for the students with four or fewer of the 7 required courses remaining to completion. This plan provides program completion by the end of term Su 2022. Students who are not part of the teach-out plan will receive academic counseling for alternative programs.
- C. 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)?**  
November 1, 2021.
- D. 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*)?**  
November 1, 2021
- E. What is the last term or date (day/month/year) by which a student can graduate from the program?**  
August, 2022.
- F. What are the potential cost savings of terminating the program and what are the planned uses of the savings?**  
Adjunct pay; 12 semester hours annually taught by master's level adjunct faculty \$19,368 per year. Move to support faculty line in the School of Education taught by adjunct with strong enrollments.

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

No full-time employee termination or reassignment. Loss of adjunct faculty. The program is a minor and not required by any student to graduate.

**6. TERMINATION WITHOUT ENROLLED STUDENTS**

**A. Provide a justification for terminating the program:**

**B. What is the proposed date (day/month/year) for the program to terminate (program status in the database changes to *Deleted*)?**

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

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