

<b>FLORIDA</b>	<b>OFFICIAL</b>
<b>POLYTECHNIC</b>	<b>UNIVERSITY</b>
<b>UNIVERSITY</b>	<b>POLICY</b>

<b>Subject/Title:</b> Academic Program Termination Policy
<b>FPU Policy Number:</b> FPU-5.0008AP
<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
<b>Date First Adopted:</b> 8.27.14
<b>Date Revised:</b>
<b>Responsible Division/Department:</b> Academic Affairs
<b>Initiating Authority:</b> Ghazi Darkazalli, Provost

**A. APPLICABILITY/ACCOUNTABILITY:**

Florida Polytechnic University is committed to providing the highest quality education and academic degrees to its students. As part of this commitment, this policy provides for a program review process for determining academic program termination, in accordance with Board of Governors Regulation 8.012, *Academic Program Termination*.

**B. POLICY STATEMENT:**

Over time, Florida Polytechnic University may develop new degree programs or discontinue existing programs in line with university mission and goals to ensure the promotion and maintenance of the highest quality academic environment.

To that end, to ensure the efficient use of resources and to maintain the quality and relevancy of Florida Polytechnic’s academic programs, there may be instances where programs will be terminated. Reasons for program termination include, but are not limited to:

- Enrollments are no longer sufficient to justify the cost of instruction, facilities, and equipment; or the program duplicates other offerings at the University
- The program is no longer aligned with the mission or strategic goals of the university, or is no longer aligned with the strategic goals of the Board of Governors.
- The program no longer meets the needs of the citizens of Florida in providing a viable education or occupational objective.

**C. DEFINITIONS:**

Termination of Program: formal termination of a degree program or degree program unit for educational reasons, strategic realignment, resource allocation, budget constraints or a combination of these factors, and other appropriate factors, pursuant to BOG Regulation 8.012.

## D. PROCEDURES:

1. **Identifying Programs for Termination.** Programs may be identified as candidates for termination through the Academic Program Review process, by the academic program, college/academic program coordinator, faculty, the Associate Vice President of Academic Affairs, Vice President for Academic Affairs/Provost, or by the Board of Trustees.
2. **Submitting Degree Program Termination Proposals.** The person, or academic/administrative unit that identified and is recommending that a program be terminated must submit a Degree Program Termination Proposal to the University Budget Council. If the recommendation for program termination is made by the Board of Trustees, Academic Affairs will prepare the proposal. The proposal will contain the following information:
  - Program title.
  - Department responsible for administering the program.
  - The proposed effective semester for program termination.
  - A rationale for the program termination.
  - A plan to accommodate any students or faculty who are currently active in the program that is being recommended for termination.
  - An evaluation and possible mitigation of any potential negative impact the proposed termination may have on the current representation of females and ethnic minorities within the faculty and students.
  - A consideration of the potential impact on other academic programs, existing articulation agreements, and community needs.
3. **Reviewing Proposals for Degree Program Termination.** The proposal will undergo a financial review and be reviewed by the Program Coordinators with faculty of the program; the College Academic Curriculum Committee; the Faculty Senate; and the University Budget Council, each of which should provide its advice to the successive reviewing body and ultimately to the Vice President for Academic Affairs/Provost. In evaluating the validity of the request, the following points may be instructive in the review and evaluation process:
  - Program's relationship to the mission of the University
  - Program's relationship to University strategic objectives
  - Student/Faculty ratio
  - Program expenses/state appropriations plus tuition
  - Number of graduates in the Program
  - Time to degree completion
  - Percent of degree completers within 4, 6, and 8 years (8 year duration data only relevant to evaluation of graduate programs)
  - Faculty scholarly and creative productivity
  - Record of external funding, as appropriate

- Impact on students in the Program
- Impact on opportunities for underrepresented minorities
- External community financial support
- Accreditation status for accredited programs.

4. **Approving Degree Program Terminations.** Once the program termination review process has been completed and the recommendation is to terminate the degree program, the proposal will be forwarded to the BOT Academic Affairs Committee and ultimately to the full Board of Trustees for review and approval.

5. **Notifying the Board of Governors of Degree Program Terminations.** The University will notify the Board of Governors of any degree programs that are terminated.

ACADEMIC POLICY APPROVAL	
Academic Policy No.: FPU-5.0008AP	
<u>Shay Dabzalla</u>	<u>8/27/14</u>
Initiating Authority	Date
<u>Shay Dabzalla</u>	<u>8/27/2014</u>
Academic Policies Committee Chair	Date
<u>Shay Dabzalla</u>	<u>8/27/2014</u>
Vice President of Academic Affairs	Date
<u>Mark</u>	<u>8-27-14</u>
President/Designee	Date
Approved by FPU BOT, if required	<u>7.28.14</u>
	Date