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SYSTEM DIRECTIVE

Academic Program Moratorium and Termination

A. Purpose

To provide a uniform method for the temporary suspension, or termination, of academic programs, thereby permitting an accurate inventory of active programs, a method for addressing programs which may be requiring major revision or phase-out, and a basis for accurate public information about availability of programs.

B. Definitions

- Program (from Board Policy 1985-01)

- Major Academic Program - a sequence of courses, activities, and/or experiences constituting a major field of study, culminating in a credit-based degree or certification.
- Other Academic Program - a sequence of courses, activities, and/or experiences constituting a minor, track, specialization, concentration, or focus not leading to a degree or certification.


Moratorium - A period of suspension, during which a program may continue to be offered to previously enrolled students, but will not admit new students. *3 yrs + program is dead*

- Termination - The act of ceasing to offer the specified degree, certificate, or other complete program; of ceasing to offer any or all pieces of the program; and of removing the program from the State System inventory of approved programs.

C. Procedures

1. Moratorium - A program may be placed in moratorium by the university president, following the institution's usual methods of consultation with the faculty and the trustees, and with consent of the chancellor, for a defined period of up to three years.
 - a. During the moratorium, and as far in advance of it as reasonable, the university shall either remove the program from its publications and admissions materials, or otherwise clearly identify its moratorium status.

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- b. During the moratorium, students already enrolled should be given appropriate opportunity to complete the program, or in some cases, to transfer to a comparable program.
 - c. During or at the end of the period, the program may be (1) reactivated – i.e., open to new students and returned to the inventory of approved programs in accordance with Section D below; or (2) terminated, with notice to the faculty, trustees, and chancellor.
2. Termination - A program shall be considered terminated, and will be removed from the State System inventory of approved programs when its moratorium expires, the president notifies the chancellor, and the chancellor acknowledges the Termination.

D. Criteria

Criteria for moratorium or termination shall be the same as for program approval (see Board Policy 1985-01):

- Appropriateness to Mission
- Need
- Academic Integrity
- Coordination with other Programs
- Periodic Assessment
- Resource Sufficiency
- Impact on Educational Opportunity

Reasons for declaration of moratorium or termination should be expressed in terms of one or more of these criteria, and any subsequent action to reactivate a program in moratorium shall require evidence that steps to address the stated criteria have been accomplished.

- E. Effective date July 1, 1993.
(Programs currently in moratorium or under termination schedule will be recorded under negotiated agreement.)

Issued February 15, 1993

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PROCEDURE A-07
PROCEDURE FOR PLACING ACADEMIC
PROGRAMS IN MORATORIUM
OR FOR THEIR TERMINATION

DATE REVISED: June 1994

1.0 PURPOSE

To provide a uniform method for placing an academic program in moratorium or for its termination.

2.0 SCOPE

This procedure will follow, but not be limited to, the definitions, procedures and criteria outlined in the System Directive - Academic Program Moratorium and Termination issued February 15, 1993 and effective July 1, 1993 (attached).

3.0 PROCEDURE

The following procedures can be initiated by either the home department or by the Provost on behalf of the administration:

3.1 When the home department initiates the placing in moratorium or termination of an academic program, the department will follow the process of the University Senate.

3.2 When the Provost initiates the placing in moratorium or termination of an academic program, the following will be observed:

3.2.1 The Provost will consult with the home department and all other departments directly affected.

3.2.2 Upon completion of an exchange of information, the Provost will forward a recommendation to the President.

3.3 The recommendation of either the Provost or the University Senate to the President will include one or more of the criteria listed in the System Directive.

3.4 After notification to the Council of Trustees, the President will forward his/her decision to the Chancellor for consent.

3.5 After consent by the Chancellor, the timelines outlined in the System Directive will be followed.

4.0 DISSEMINATION

4.1 The President will notify the University Senate of the consent decree by the Chancellor.

4.2 The Provost will notify all departments affected.

4.3 The Provost will notify all students impacted by the decision.

4.4 The Public Relations Office is authorized to prepare press releases as appropriate.

5.0 DISTRIBUTION

MU POLICY AND PROCEDURES MANUALS will be distributed to, and maintained by, the staff of the President, each Cabinet member and designated building offices.