**SECTION 1: GENERAL INFORMATION**

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| **Institution:** | Please enter the following dates:  Final approval by institution:  Submission to CSCU Office of the Provost for Academic Council: | | |
| **Program Characteristics**  Name of Program:  BOR Accreditation Date:  OHE #:  [CIP Code Number](https://nces.ed.gov/ipeds/cipcode/default.aspx?y=56):       Title of CIP Code:  Program Type *(include degree or certificate type, abbreviation, and name, e.g., Associates, AS, Associate of Science)*:  Modality of Program *(check all that apply)*:On ground  Online  Hybrid, % of fully online courses  Locality of Program:On Campus  Off Campus  Both | | | |
| Phase Out / Teach Out Period:  Expected Dates of Program Termination   * Date for final enrollment of new students: * Date for final award of credential: | | | |
| Department where program is housed:  Location Offering the Program *(e.g., main campus)*: | | | |
| **Institutional Contact** **for this Proposal**: | | Title: | Tel.:       e-mail: |

**SECTION 2: RATIONALE AND JUSTIFICATION FOR PROGRAM DISCONTINUATION**

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| **Narrative**  Describe the rationale for discontinuing this program. Consider whether discontinuation: a) occurs in the context of a related academic improvement, e.g., the merging of programs with declining enrollment/completions into a new program that effectively addresses relevant state needs and students' interests; b) is in response to the periodic Academic Program Review for all programs at each institution, under the guidance of existing BOR policy; c) is in response to other institutional considerations such as redirecting capacity, adoption of new mission, etc. Provide any quantitative information in support of the discontinuation, including any relevant financial information. *Program discontinuation should not impact state priorities for workforce preparation.* |
| **Phase Out/Teach Out Strategy**  Describe how the institution will ensure that students currently enrolled will be provided opportunities to complete the program. Provide quantitative information as needed (e.g., enrollments, any special resources needed, etc.) |

**SECTION 3: RESOURCES**

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| **Close Out Costs**  What resources/costs would be employed and/or expended to discontinue program? What would be the total cost? |

**SECTION 4: LESSONS LEARNED**

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| **A Debriefing Exercise**  Lessons Learned include knowledge or understanding gained from experience(s) that can speak to the strengths and weaknesses of an undertaking’s preparation, design, and/or implementation.  Describe lessons learned – experiences distilled from: (a) circumstances that precipitated this program discontinuation, (b) institutional or programmatic action(s) in the face of the referenced circumstances, (c) institutional or programmatic inaction(s) in the face of the referenced circumstances, and/or (d) some other occurrence(s) that can be **beneficially** shared with / taken into account by current and future programs. |