

1 **Procedures and Guidelines for Deactivation, Reactivation, and Termination of**
2 **Programs**

3 **Faculty Senate Approval –**
4 **Provost Approval –**
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6 Academic units have primary responsibility for initiating the deactivation, reactivation, and
7 termination of programs, including major, minor, licensure and certificate programs. Program
8 deactivation, reactivation, and termination are defined as:

9 **Program Deactivation** is a temporary suspension of a program that remains an approved
10 program but does not admit new students. **Reactivation** of suspended programs can occur within
11 a period of seven academic years from the time of deactivation. After a maximum of seven
12 academic years, deactivated programs will be automatically terminated after notification by the
13 Office of the Provost.

14 **Program Termination** is a complete discontinuation of a program. After termination, a
15 reinstatement of the program must be submitted for approval as a new program proposal.
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17 Program deactivation may be driven by, among other things, a temporary shortage of qualified
18 faculty, equipment, or facilities, a restructuring of the program, or licensure issues. A planned or
19 unplanned change in such conditions could prompt a reactivation of the program. Program
20 termination would follow from, among other things, an ongoing long-term, academically
21 justified lack of funding to support the program, lack of student enrollment, or changes in the
22 discipline that render the program obsolete.

Deleted: student enrollment demand that exceeds the capability of the program resources,

23 A formal proposal for all program deactivations, reactivations, and terminations must be reviewed
24 and approved by the appropriate college or school curriculum committee, the college or school faculty if
25 required by that unit, the Faculty Senate Undergraduate Curriculum Committee, the Faculty Senate, the
26 Board of Trustees, and the ODHE. The approval process is initiated through submission of a request
27 using the university curriculum workflow system. ▼

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Deleted: Proposals for new major programs ultimately must be submitted to the ODHE for review and approval. ODHE forms are available on the Undergraduate Academic Affairs webpage.

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