

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs
Consent

AGENDA ITEM: 5 – K
DATE: May 21, 2020

SUBJECT

Inactive Status and Program Termination Requests – DSU, NSU, SDSU & USD

CONTROLLING STATUTE, RULE, OR POLICY

[AAC Guideline 2.12](#) – Programs on Inactive Status

[AAC Guideline 2.13](#) – Program Termination

BACKGROUND / DISCUSSION

Dakota State University has submitted a request asking that the following programs be terminated (see Attachment I).

- Degree Program: BS in Digital Arts and Design – Film and Cinematic Arts Specialization (Terminate)
Justification: This specialization has had a limited number of students enrolled over the years. The College of Arts and Sciences, recommend that now is the time to terminate this specialization.

Northern State University has submitted a request asking that the following programs be terminated (see Attachment II).

- Degree Program: AS in Banking & Financial Services (Terminate)
Justification: Over the past five (5) years, the program has graduated eight (8) students. As of the last census date, only three (3) students are enrolled in the program. The program is being terminated due to long-term low enrollment.
- Degree Program: BS in Economics (Terminate)
Justification: Over the past five (5) years, the program has graduated five (5) students. As of the last census date, only one (1) student is enrolled in the program. The program is being terminated due to long-term low enrollment.

(Continued)

DRAFT MOTION 20200521_5-K:

I move to approve DSU, NSU, SDSU, and USD’s respective requests to terminate the BS in Digital Arts Design – Film and Cinematic Arts Specialization (DSU), the AS in Banking & Financial Services (NSU), and BS in Economics (NSU); inactivate the AS in Manufacturing Technology (SDSU); terminate the CCSF delivery site for the BS in Psychology (SDSU) and BA/BS in Sociology (SDSU); and terminate the Spanish Translation Graduate Certificate (USD) program, as presented.

South Dakota State University has submitted a request asking that the following programs be inactivated/terminated (see Attachment I).

- Degree Program: AS in Manufacturing Technology (Inactivate)
Justification: The A.S. in Manufacturing Technology (AS-MT) was developed for the Sioux Falls market and did not attract the student population as expected. Some of the required courses for the program have had to be cancelled due to low enrollment, using course offerings in the B.S. in Operations Management as substitutions. Putting the AS-MT on inactive status will give the Department time to explore alternative delivery modes, review the course requirements to find the right mix of content desired by industry, and refocus marketing.
- Degree Program: BS in Psychology (Site Termination)
Proposed Site to Terminate: Community College for Sioux Falls (CCSF)
Justification: A change in administrative structure at CCSF has precipitated the termination of the program at this site for SDSU.
- Degree Program: BA/BS in Sociology (Site Termination)
Proposed Site to Terminate: Community College for Sioux Falls (CCSF)
Justification: A change in administrative structure at CCSF has precipitated the termination of the program at this site for SDSU.

The University of South Dakota has submitted a request asking that the following program be terminated (see Attachment I).

- Degree Program: Spanish Translation Graduate Certificate (Terminate)
Justification: When the graduate certificate program was created, USD expected to have several students, since the need for Spanish translators is increasing in the area (especially in the medical field) and since students had shown interest in pursuing such a graduate certificate. Unfortunately, graduate-level classes are more expensive, financial aid is not offered for a certificate program, and USD does not offer graduate assistantships for graduate certificate programs, so interested students were not able to afford the program financially. USD now wishes to develop an undergraduate specialization in translation (Spanish-English), in which courses can be stacked along the way to a minor or major Spanish degree.

IMPACT AND RECOMMENDATION

DSU expects some cost savings in not having to purchase expensive equipment to support the specialization. NSU expects only minor administrative costs savings associated with both of their termination requests. SDSU and USD do not expect any cost savings associated with their requests.

Board staff recommend approval.

ATTACHMENTS

Attachment I – DSU Program Inactivation/Termination Requests

Attachment II – NSU Program Inactivation/Termination Requests

Attachment III – SDSU Program Inactivation Request & Site Termination Requests

Attachment IV – USD Program Inactivation/Termination Requests



**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:	DSU
DEGREE(S) AND PROGRAM:	B.S. Digital Arts and Design – Film and Cinematic Arts
CIP CODE:	
UNIVERSITY DEPARTMENT:	College of Arts and Sciences
BANNER DEPARTMENT CODE:	
UNIVERSITY DIVISION:	College of Arts and Sciences
BANNER DIVISION CODE:	

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.

J. M. Gustaf

President of the University

4/3/2020

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):¹

Certificate Specialization Minor Major

3. The program action proposed is (place an "X" in the appropriate box):²

¹ Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in Colleague.

² 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.

Inactive Status *See question 4*Termination *See questions 5 and 6***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:**

This specialization has had a limited number of students enrolled over the years. The College of Arts and Sciences, recommend that now is the time to terminate this specialization.

- B. What is the plan for completion of the program by current students?**

The College has put together a teach-out plan for all remaining students, which includes a rotation schedule of when the courses will be offered. Students have been contacted and their advisers are working with them to make sure they can complete the specialization. After students register for fall 2020 and spring 2021 courses, advisers will again check that all student's schedules include the courses needed. All students with this specialization were moved to one advisor. This will ensure students take the courses when offered and graduate on schedule.

- 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)?**

The program should move to termination status as soon as the SD BOR approves. The specialization has already been removed from the website, recruiting materials and stopped admitting students as of January 1, 2020.

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.

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*)?

As noted above, we stopped enrolling students as of January 1, 2020.

E. What is the last term or date (day/month/year) by which a student can graduate from the program?

May 2023

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

The cost savings will primarily be in not having to purchase expensive equipment to support this specialization. The faculty who taught the upper level courses will be assigned to teach courses we've been hiring adjuncts for.

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

There are no faculty terminations and as noted in 5.F., the faculty teaching courses in this specialization will fill other course needs.

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?



**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:	NSU
DEGREE(S) AND PROGRAM:	AS - Banking & Financial Services
CIP CODE:	520803
UNIVERSITY DEPARTMENT:	Economics, Finance, Banking
BANNER DEPARTMENT CODE:	NEFB
UNIVERSITY DIVISION:	School of Business
BANNER DIVISION CODE:	5B

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.

Michael Werow

President (or Designee) of the University

3/5/2020

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):¹

Certificate Specialization Minor Major

¹ Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in Colleague.

3. The program action proposed is (place an "X" in the appropriate box):²

Inactive Status Termination
See question 4 *See questions 5 and 6*

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:
 Over the past five (5) years, the program has graduated eight (8) students. As of the last census date, only three (3) students are enrolled in the program. The program is being terminated due to long-term low enrollment.
- B. What is the plan for completion of the program by current students?
 Current students will be allowed to complete their program by taking required classes as offered, independent studies, or course substitutions.
- 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)?
 01 February 2020 is the proposed termination date.
- 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*)?
 01 February 2020

² 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.

E. What is the last term or date (day/month/year) by which a student can graduate from the program?

Currently enrolled students may complete the program at their own pace due to the use and availability of course substitutions and independent study.

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

Only minor administrative cost savings are expected.

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

No employee terminations nor implications for other programs are expected.

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?



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

**Program Termination or
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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:	NSU
DEGREE(S) AND PROGRAM:	BS - Economics
CIP CODE:	450601
UNIVERSITY DEPARTMENT:	Economics, Finance, Banking
BANNER DEPARTMENT CODE:	NEFB
UNIVERSITY DIVISION:	School of Business
BANNER DIVISION CODE:	5B

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.

Michael Weros

President (or Designee) of the University

3/5/2020

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):¹

Certificate Specialization Minor Major

¹ Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in Colleague.

3. The program action proposed is (place an "X" in the appropriate box):²

Inactive Status Termination
 See question 4 See questions 5 and 6

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:
 Over the past five (5) years, the program has graduated five (5) students. As of the last census date, only one (1) student is enrolled in the program. The program is being terminated due to long-term low enrollment.
- B. What is the plan for completion of the program by current students?
 The current student will be allowed to complete his/her program by taking required classes as offered, independent studies, or course substitutions.
- 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)?
 01 February 2020 is the proposed termination date.
- 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*)?
 01 February 2020

² 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.

E. What is the last term or date (day/month/year) by which a student can graduate from the program?

The currently enrolled student may complete the program at his/her own pace due to the use and availability of course substitutions and independent study.

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

Only minor administrative cost savings are expected.

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

No employee terminations nor implications for other programs are expected. Current economics faculty will continue to provide economic-based service courses for all other business majors.

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?



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

**Program Termination or
Placement on Inactive Status**

UNIVERSITY:	SDSU
DEGREE(S) AND PROGRAM:	Manufacturing Technology (A.S.)
CIP CODE:	15.0613
UNIVERSITY DEPARTMENT:	Construction & Operations Management
BANNER DEPARTMENT CODE:	SCOM
UNIVERSITY DIVISION:	Jerome J. Lohr College of Engineering
BANNER DIVISION CODE:	3E

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.

Click here to enter a
date.

President of the University

Date

1. Program Degree Level:

Associate Bachelor's Master's Doctoral

2. Category:

Certificate Specialization Minor Major

3. The program action proposed is:

Inactive Status Termination

4. INACTIVE STATUS

A. Provide a justification for inactivating the program:

The A.S. in Manufacturing Technology (AS-MT) was developed for the Sioux Falls market and did not attract the student population as expected. Some of the required courses for the program have had to be cancelled due to low enrollment, using course offerings in the B.S. in Operations Management as substitutions. Putting the AS-MT on inactive status will give the Department time to explore alternative delivery modes, review the course requirements to find the right mix of content desired by industry, and refocus marketing.

B. If there are current students in the program, what are the implications of placing the program on inactive status?

There are three students in the program, two of which are within a semester of completion. Both of these students will likely matriculate to the B.S. in Operations Management when they finish the AS-MT. The third student has only taken one course in the last year and appears to be undecided on whether this is the program he wants.

C. What is the last date (day/month/year) by which a student can graduate in the program?

Spring 2024 – May 3, 2024

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)?

Spring 2020 – May 11, 2020



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

Termination of a Site

UNIVERSITY:	SDSU
DEGREE(S) AND PROGRAM:	Psychology (B.S.)
SITE PROPOSED FOR TERMINATION¹	Community College for Sioux Falls
CIP CODE:	42.0101
UNIVERSITY DEPARTMENT:	Psychology
BANNER DEPARTMENT CODE:	SPSY
UNIVERSITY DIVISION:	Arts, Humanities & Social Sciences
BANNER DIVISION CODE:	3S

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. Date
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1. Program Degree Level:

Associate Bachelor's Master's Doctoral

2. Category:

Certificate Specialization Minor Major

3. Provide a justification for terminating delivery at the site:

A change in administrative structure at CCSF has precipitated the termination of the program at this site for SDSU.

4. If there are current students in the program, what are the implications of terminating the site and what is the plan for completion by the students?

This site currently has 40 students enrolled in the Psychology program. Students have three options for degree completion. First, students can finish the program on the main South Dakota State University campus in Brookings. . Second, students can finish the degree online through SDSU Third, the University of South Dakota (USD) will offer the psychology program at CCSF.

5. What is the last date (day/month/year) by which a student can graduate in the program?

Spring 2021 – 5/8/2021. Note – students will be able to graduate with a major in Psychology if they select one of the alternative options for completing.

¹ If this is an off-campus site, please include the physical address of the site as well as a description or name of the location.

- 6. What is the proposed date (day/month/year) terminated status takes effect (the proposed date for terminated status is also the last date a student may enroll in or declare the program)?**
Spring 2020 - 5/11/2020 for the CCSF site only.
- 7. What are the potential cost savings of terminating the program site and what are the planned uses of the savings?**
SDSU will no longer employ instructors to teach psychology at the Community College for Sioux Falls, but it will also forgo tuition revenue from the program, leaving the net cost savings indeterminate. Any realized cost savings will be used to reduce the college's operating deficit.
- 8. What are the resulting employee terminations and other possible implications including impact on other programs?**
Currently, there is one full-time instructor and two part-time instructors employed at Community College for Sioux Falls. USD may decide they would take on the full-time instructor and possibly the part-time instructors.



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

Termination of a Site

UNIVERSITY:	SDSU
DEGREE(S) AND PROGRAM:	Sociology (B.A., B.S.)
SITE PROPOSED FOR TERMINATION¹	Community College for Sioux Falls
CIP CODE:	45.1101
UNIVERSITY DEPARTMENT:	Sociology & Rural Studies
BANNER DEPARTMENT CODE:	SSRS
UNIVERSITY DIVISION:	Arts, Humanities & Social Sciences
BANNER DIVISION CODE:	3S

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.

_____ [Click here to enter a date.](#)
 President of the University Date

1. Program Degree Level:

Associate Bachelor's Master's Doctoral

2. Category:

Certificate Specialization Minor Major

3. Provide a justification for terminating delivery at the site:

A change in administrative structure at CCSF has precipitated the termination of the program at this site for SDSU.

4. If there are current students in the program, what are the implications of terminating the site and what is the plan for completion by the students?

This site currently has 15 students enrolled in the Sociology program. Students have three options for degree completion. First, students can finish the program on the main South Dakota State University campus in Brookings. Second, students can finish the degree online through SDSU. Third, the University of South Dakota (USD) will offer the Sociology program at CCSF.

5. What is the last date (day/month/year) by which a student can graduate in the program?

Spring 2021 – 5/8/2021. Note – students will be able to graduate with a major in Sociology if they select one of the alternative options for completing.

¹ If this is an off-campus site, please include the physical address of the site as well as a description or name of the location.

- 6. What is the proposed date (day/month/year) terminated status takes effect (the proposed date for terminated status is also the last date a student may enroll in or declare the program)?**
Spring 2020 - 5/11/2020 for the CCSF site only.
- 7. What are the potential cost savings of terminating the program site and what are the planned uses of the savings?**
SDSU will no longer employ instructors to teach sociology at the Community College for Sioux Falls, but it will also forgo tuition revenue from the program, leaving the net cost savings indeterminate. Any realized cost savings will be used to reduce the college's operating deficit.
- 8. What are the resulting employee terminations and other possible implications including impact on other programs?**
Currently, there is one part-time sociology instructor employed at Community College for Sioux Falls. USD may decide to continue this instructor's appointment.



SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS
Program Termination or
Placement on Inactive Status

UNIVERSITY:	University of South Dakota
DEGREE(S) AND PROGRAM:	Graduate Certificate in Spanish Translation
CIP CODE:	16.0905
UNIVERSITY DEPARTMENT:	Modern Languages & Linguistics
UNIVERSITY DIVISION:	College of Arts & Sciences

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

 Date

1. Program Degree Level:

Associate Bachelor's Master's Doctoral

2. Category:¹

Certificate Specialization Minor Major

3. The program action proposed is:

Inactive Status Termination
See question 4 *See questions 5 and 6*

5. TERMINATION WITH ENROLLED STUDENTS

- a. **Provide a justification for terminating the program:** When the graduate certificate program was created, we expected to have several students, since the need for Spanish translators is increasing in the area (especially in the medical field) and since students had shown interest in pursuing such a graduate certificate. Unfortunately, graduate-level classes are more expensive, financial aid is not offered for a certificate program, and USD does not offer graduate assistantships for graduate certificate programs, so interested students were not able to afford our program financially. We now wish to develop an undergraduate specialization in translation (Spanish-English), in which courses can be stacked along the way to a minor or major Spanish degree.
- b. **What is the plan for completion of the program by current students?** There is one student who has completed all the coursework and will graduate in May 2020 with an MA in Interdisciplinary Studies degree.
- 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)?** Fall 2019
- 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*)?** Fall 2019
- e. **What is the last term or date (day/month/year) by which a student can graduate from the program?** May 2020
- f. **What are the potential cost savings of terminating the program and what are the planned uses of the savings?** N/A
- g. **What are the resulting employee terminations and other possible implications including impact on other programs?** N/A

¹ Note: Certificates, specializations, and minors may only be terminated and not placed on inactive status due to limitations in Colleague.