

PROCEDURES FOR THE SUSPENSION OR DISCONTINUATION OF A GRADUATE PROGRAM

Suspension of a graduate program refers to the temporary suspension of admissions into a program with plans to reinstate admissions within seven years from the first date of suspension.

Discontinuation of a graduate program refers to the inactivation of a program with no plans to reactivate it at a future date.

Suspension

The proposal to suspend admissions to a graduate program should include a rationale for the decision, likely effects on current programs, offerings, students and staff as well as a timeline for reinstating admissions. The proposal goes through KSU's review process (department/school, academic college and EPC Graduate Council as an information item). If approved, the Dean of Graduate Studies notifies RACGS members of the program's suspension.

Admissions to a program must be reinstated within seven years following the date of suspension. If admissions are not reinstated within the seven-year timeframe, the program will be considered discontinued. The proposal to reinstate admissions should include information on all changes that have been made to the program since program suspension. The proposal goes through KSU's review process (department/school, academic college and EPC Graduate Council as an information item). If approved, the Dean of Graduate Studies notifies RACGS members that program will begin admitting students again.

Changes in the discipline may be significant enough that a new, or substantially revised, program may need to be developed. If such is the case, the procedures for review and approval of a new program will need to be followed.

Discontinuation

The proposal to discontinue a graduate program should include a rationale for the decision, likely effects on current programs, offerings, students and staff as well as a timeline for phasing out the program. The proposal goes through KSU's review process (department/school, academic college, EPC Graduate Council, Faculty Senate and the Board of Trustees). If approved, the Dean of Graduate Studies notifies RACGS members of the program's discontinuation.

To reactivate a discontinued program, the procedures for review and approval of a new program will need to be followed.