There are several situations in which the elimination of an academic program will be found desirable:

1. The program, for any of a number of reasons, is no longer considered a viable offering.

2. The program should be treated as an option or as an integral part of another major or interdisciplinary program.

3. The program, though carried on the official records, is not in reality available for students.

The elimination of a program, like the addition of a program, requires substantive review as well as the correction of formal records in a number of offices here. All State University Presidents are therefore asked to submit the requests for the elimination of academic programs in the form of a letter containing the following information.

1. The program name and degree designation.

2. A brief description or explanation of the reason for requesting the elimination of a program.

3. When appropriate, a statement of how incumbent enrollment, and future degrees granted to continuing students would be reported.

4. The proposed effective termination date.
Memorandum to Presidents
March 10, 1975

This information will enable us to coordinate, with other offices of Central Administration and with the State Education Department, the elimination and deregistration of a program.

Bruce Dearing

cc: Chancellor Boyer

This memorandum addressed to:

Presidents, State-operated Campuses
Presidents, Community Colleges
Deans, Statutory Colleges

Copies for information only sent to:

Chancellor Kibbee
Dean McGrath
Mr. Tobin
President Rose