

PROGRAM CLOSURE

I. Purpose

The purpose of the policy is to establish the steps Western Dakota Technical College (WDTC) will take in the event of the closure of an academic program.

II. General Statement of Policy

- A. An academic program may be closed for variety of reasons such as a catastrophic event, staffing shortages, industry support, high cost, and low enrollment, retention rates, graduation rates, graduate wages, or placement rates. Decisions to close academic programs will be made by the VP for Teaching and Learning with final approval by the College President.
- B. In the event of a program closure –
 - 1. The program will be in teach out status as of the date the formal decision is made to close the program.
 - 2. Notifications will be made within 30 days of the formal decision to close the program as follows:
 - a. The Program Director will notify any programmatic accreditor.
 - b. WDTC will notify the SD Board of Technical Education and the Higher Learning Commission.
 - c. WDTC will provide written notification to students currently enrolled in the program.
 - 3. WDTC will provide equitable treatment of students by ensuring they are able to complete the educational program within a reasonable period of time. This will include working with the Program Director, academic advisor, and Registrar's Office to finalize degree plans for completion of the program.
 - 4. WDTC will provide prompt notification of additional changes to students, if any.

III. Definitions – None

IV. Reporting Procedures – None

V. Dissemination of Policy and Training

- A. This policy shall appear on the WDTC website on the policy page.

Legal References: None