Suspensions (Suspending a Program)

To suspend an existing program (degree, certificate, option, minor), a Curriculum Proposal System (CPS) form is required.

https://secure.oregonstate.edu/ap/cps/proposals/add

Use the “Terminate/Suspend” CPS form to suspend a degree, certificate, or option program. For minor programs use the “Change” CPS form.

Degree, Certificate, Option Program

Create a New Proposal
Terminate/Suspend

Minor Program

Create a New Proposal
Change
Change Major/Option/Minor/Certificate

The proposal must be reviewed and approved by the academic unit and college offering the program, faculty governance committees/councils, and by administrative offices charged with maintaining the integrity of OSU’s various programs in the online Catalog, Banner SIS, and MyDegrees.

Once approved, a program suspension is valid for up to three (3) years. A suspended program can be listed in the online Catalog with a statement such as, “Suspended: Effective <Term, Year> no new students are being admitted into the <title> program.”

Students who had matriculated into the program prior to the approved suspension, must be reasonably accommodated per the Catalog contract policies (link), including alternative courses. No new students will be admitted once a program suspension has been approved.

After three years, (the actual year and term to be determined by the Office of Academic Programs, Assessment, and Accreditation in consultation with the academic unit), the program (major, certificate, option, minor) will:

1. be reinstated (with evidence that there is adequate resources, faculty, facilities, program demand, etc. to once again offer the program) via the “Change: Major Change to Existing Program” CPS form; or
2. be terminated via the “Termination/Suspend: Termination of an Academic Program” CPS form; or
3. continue to be suspended for another academic year at the request of the academic unit or as a recommendation resulting from an undergraduate or graduate academic program review. (Note: only one extension can be requested.)

[A reinstated program will have the same courses and requirements at the time of suspension. If changes to the program are warranted, then these must come from subsequent CPS change proposals following reinstatement.]

Source: Office of Academic Programs, Assessment, and Accreditation
Suspension Discussion Topics

(1) Review and approve OSU’s Program Suspension Policy (previous page)

- Policy revised based on input from the Curriculum Council on May 8 and May 12, 2015.
- Changes were made to the paragraphs beginning with “Students who had matriculated….”

Students who had matriculated into the program prior to the approved suspension, must be reasonably accommodated per the Catalog contract policies (link), including alternative courses. No new students will be admitted once a program suspension has been approved.

and

“After three years,….”

After three years, (the actual year and term to be determined by the Office of Academic Programs, Assessment, and Accreditation in consultation with the academic unit), the program (major, certificate, option, minor) will either be:

(1) reinstated (with evidence that there is adequate resources, faculty, facilities, program demand, etc. to once again offer the program) via the “Change: Major Change to Existing Program” CPS form; or

Other Suspension Related Issues

(2) Suspended programs that currently exist in the online Catalog.

- There are several programs that exist in the online Catalog. A few that exist, several of which have been suspended for up to ten years, include the following:
  - Russian Undergraduate Minor
  - Russian Studies Undergraduate Certificate
  - 20th Century Studies Undergraduate Certificate
  - PSM in Applied Physics
  - PSM in Applied Biotechnology
  - Graduate Certificate in Management for Science Professionals

There are probably others….

A search of these and any other programs currently in the catalog that have been suspended will be conducted this coming summer. Academic units will be contacted to determine their intentions with regard to these suspended programs followed by appropriate action—to reinstate or to terminate.

(3) Issue: Unilateral decisions made by academic units or faculty governance committees/councils to suspend programs.
• The programs listed above, and several from the College of Education in the past, have been suspended unilaterally by an academic unit without any review at the institutional level. Example: Russian Studies Undergraduate Certificate program following the retirement of the program director.

and

• Faculty governance committees/councils have also acted to suspend a program without any review by APAA or the Curriculum Council or via the submission of a CPS proposal. Examples: MS in Veterinary Science degree program suspended by the Graduate Council and the Merchandising Management Undergraduate Minor was just recently suspended by the School of Design and Human Environment, College of Business.

Question: How do we monitor and appropriately record these suspension decisions in the Curriculum Proposal System (CPS), Catalog, Banner SIS, and MyDegrees?