
 جامعة الإمارات العربية المتحدة United Arab Emirates University 	Undergraduate Programs Policies Manual	Policy Number	UP-04
		Effective Date	12-Aug-2018
	Subject Discontinuation of Academic Programs	Most Recent Review Date	15-Apr-2018
		Due Date for Next Review	01-Sep-2021
	Responsible Office: DVC for Academic Affairs	Page Number	1 of 1

4. Discontinuation of Academic Programs

Overview

Describes the criteria and procedures to be followed when it is necessary to discontinue an academic degree program.

Scope



Applies to all Colleges and Departments of the UAEU, except CMHS.

Objective

The University is responsive to changes in the needs of UAE society and students, pays heed to resource constraints, and takes action where programs fail to achieve required standards. Therefore, the UAEU will sometimes need to discontinue academic programs. This policy prescribes discontinuation of programs that no longer have relevance or meet a substantial need, or which fail to meet required standards. It ensures that academic programs are discontinued in a timely manner and with due process. It guides the management of the impact that the discontinuation of an academic program will have on the offering Department and any currently enrolled students.

Policy

1. Discontinuation of academic programs may occur in two ways: suspension and termination of the program.
2. Discontinuation of academic programs may have significant impact on the viability of the offering Department, including possible reorganization, merger, or elimination. The Department's commitments to the General Education Program, to Minors or to service courses for other academic programs must be taken into account in the management of the discontinuation of one or more of its academic programs. The Department is not synonymous with a particular academic program and thus the discontinuation of one academic program may provide the opportunity for the creation of one or more new programs.

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Procedures of Policy No. (4) - Discontinuation of Academic Programs

1. Programs are normally suspended before they are terminated, as set out here.
2. Suspension of an academic program may be required because:
 - a) There is evidence that the program is no longer contributing to the mission of the College or University;
 - b) Student enrollments have declined significantly in a sustained manner over a period of years;
 - c) The program has failed to graduate five or more graduates per year for a minimum of three years;
 - d) External program reviews have raised serious questions concerning the quality of the program and/or the achievements of its graduates;
 - e) The program has lost external accreditation; or
 - f) There are no longer sufficient resources to support the program.
3. Recommendations for the suspension of academic programs are proposed by the College Council and are delegated to the UPCC for assessment and a recommendation. The UPCC will recommend its decision to the Provost who will then determine whether to forward the recommendation to the Academic Council for final approval.
4. Conditions for the suspension of any academic program will be recorded and, should those conditions no longer apply, the program may be reinstated on application from the concerned academic department to the College, then to the UPCC and the Academic Council.
5. Recommendations for the termination of academic programs are proposed by the UPCC as a result of the following:
 - a) A program has been in suspension for at least five years; or
 - b) The University administration requires immediate termination of an academic program without its prior suspension.
6. The UPCC will recommend its decision to the Provost who will then determine whether to forward the recommendation to the Academic Council for its consideration. The Vice Chancellor will forward the Academic Council's recommendation to terminate the program to the University Council for final approval.
7. Once the termination is approved by the University Council, the Vice Chancellor will notify the relevant national authorities and the external institutional accreditor.
8. Programs may be suspended/terminated for either or both female and male students. Suspension/termination for one gender may only proceed after consideration of whether alternative means of offering the program might sustain the program for both genders. This is particularly important where there is significant societal need for graduates of one or both genders.
9. Suspension/termination may not prevent currently enrolled students from completing the requirements of the program. No new students may be admitted to a program that has been suspended/terminated but remains operational for a limited term in order to allow existing students to graduate.