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**2023-2024 UNDERGRADUATE - Program Disestablishment Proposal Template**

**(rev 9/2022)**

This form is for the removal of a program from the academic catalog. This form collects all the necessary data to be entered into Curriculog.

**Honors Degree**: If an Honors Degree will also be proposed, an additional proposal will be required.

**Program Director and/or Program Committee’s Responsibilities:** It is the Program Director and/or Program Committee’s responsibility to create and edit the content associated with this form and the attachments.

**Graduate Services Coordinator Responsibilities:** The Graduate Services Coordinator will provide administrative support, including answering questions, providing templates, providing clarifying information and entering the resulting content into the University tracking and approval system (Curriculog).

**Please note:** Only the information entered into this form will be considered "approved" for the purposes of the Academic Catalog and degree audits, if applicable. Supporting documentation, although relevant and indicative of intent, does not constitute the "approved" language that will be imported into the Catalog.

**Academic Program Approval:** This form is a routing document for the approval of academic program disestablishments. Proposing department should complete this form. Detailed instructions for the proposal should be followed. For more information, call the Faculty Senate Office at (302) 831-2921.

**Effective Date:** Changes when approved will be effective at the start of the next academic year unless special circumstances and a specific request is made.

**Curriculog Templates and Examples** for helpful documents: <https://drive.google.com/drive/folders/1vjGHT9d2uNhrTaz5bnK_l8DxiE_M-cp2?usp=sharing>

Please read all sections below.

**ATTACHMENTS**

# Letter of Support from Department Chair: Program disestablishments must include a support letter from the Department Chair.

1. **Resolution**: Supply a resolution for all program disestablishments. A resolution is not required for the disestablishment of a concentration of an existing program.
   1. Resolution examples here: [see example of resolutions](http://www.facsen.udel.edu/sites/forms/SAMPLE%20RESOLUTION%20FOR%20NEW%20MAJORS.htm).

**CURRICULOG FORM**

# Degree:

## Choose Appropriate Type

 B.S. Energy and Environmental Policy



 B.S. Organizational & Community Leadership



 B.A. Public Policy



 Other:

# Justification for Disestablishment:

# Click or tap here to enter text.

**ROUTING QUESTIONS**

The Biden School of Public Policy and Administration will be chosen as the school to be routed to for approval.

If any other college needs to be in the approval route, please select from list below:

College of Agriculture and Natural Resources

College of Arts and Sciences - ARTS

College of Arts and Sciences - HUMANITIES

College of Arts and Sciences - NATURAL SCIENCES

College of Arts and Sciences - SOCIAL SCIENCES

College of Business and Economics

College of Earth, Ocean and Environment

College of Education and Human Development

College of Engineering

College of Health Sciences

Honors College and Enrichment Programs