21 September 2018

TO: William Karpus, Dean, Graduate School
FROM: John Karl Scholz, Dean
RE: Request to Suspend Admission and Discontinue Two Graduate Certificates:
   • Graduate Certificate in European Studies (GCRT356)
   • Graduate Certificate in Southeast Asian Studies (GCRT705)

CC: Greg Downey, Associate Dean for Social Science, L&S
    Elaine Klein, Associate Dean for Academic Planning, L&S
    Sarah Kuba, Academic Planner, Academic Planning and Institutional Research
    Jocelyn Milner, Vice Provost and Director, Academic Planning and Institutional Research
    Jennifer Noyes, Associate Dean for Operations and Staff
    Scott Owczarek, Registrar
    Guido Podesta, Vice Provost and Dean, International Division
    Parmesh Ramanathan, Associate Dean, Graduate School
    Emily Reynolds, Academic Planning Specialist, Graduate School
    Ellen Sapega, Director, IRIS
    Csanád Siklós, Assistant Director for Students and Curriculum, IRIS

On September 18, 2018, the L&S Academic Planning Council considered and approved by unanimous consent the attached requests to discontinue two low-award L&S programs administered by The International Division. Per an agreement between L&S and TID, student services and day-to-day oversight for L&S programs are provided by the Institute for Regional and International Studies, which has submitted this request.

On behalf of the College, I am pleased to endorse this request, and observe that because there are no students enrolled in these programs, discontinuation should likely proceed as soon as deemed feasible by the Graduate School and Registrar’s Office.
September 2018

1. Program name and code
   EUROPEAN STUDIES GCRT356
2. Rational for suspending/discontinuing
   LOW ENROLLMENT
3. Action requested
   Discontinue program (program will no longer exist) – programs with enrolled students will usually be allowed to continue until students graduate.
   We request that the program be discontinued due to low enrollment.
4. Number of students enrolled in the program and affected by the request.
   As of May 2018, TWO students [Name] (Political Science), [Name] (MIPA/Law) were enrolled in the Program. Both had completed all required coursework for the Graduate Certificate. Registrar’s Office confirmed that the Certificates for both were posted on September 11, 2018. There are no students enrolled in the program as of September 2018.
5. Communication plan. Students should be contacted and informed that the program is suspended and if it will be discontinued. They should be assured that they will be allowed to earn the credential if they graduate prior to the discontinuation deadline. (Programs may not advertise suspension/closure in the Guide or on websites until the request is approved.)
   N/A. See 4) above. Both students enrolled in the Certificate had completed the required coursework and have earned the credential.
6. Program faculty/administrators are required to offer courses and advising until all students complete it (“teach-out” plan).
   N/A Due to status of both students, however courses that count towards the Graduate Certificate will continue to be taught even after discontinuation of the Graduate Certificate.
7. What will happen for students who have stopped out and return to the university, expecting to earn whatever credentials were available at the time of their departure. (This is more important for majors and degrees than for minors or certificates, since those are optional programs.).
   N/A. There are no such students in European Studies.
8. Proposed “first term effective” – this will never be the term in progress, but in an emergency may include a term for which students are already enrolling. SPRING 2019
9. Governance approval information (votes by program faculty, IRIS endorsement).
   The proposal to discontinue the European Studies Graduate Certificate program was heard by the European Studies Advisory Board of 20 faculty at an annual meeting on December 17, 2017. No effort was made to save it, as humanists find it of use but social scientists find it
delays time-to-degree with no added-value in the job market. The European Studies Executive Committee (Nils Ringe, Pamela Potter, and Elizabeth Covington) all approved and voted for the cessation of this certificate on September 6, 2018. This decision is endorsed by IRIS.
September 2018

1. Program name and code
   SOUTHEAST ASIAN STUDIES GCRT705
2. Rational for suspending/discontinuing
   LOW ENROLLMENT
3. Action requested
   Discontinue program (program will no longer exist) – programs with enrolled students will usually be allowed to continue until students graduate.
   We are discontinuing the program due to low enrollment. There are no students currently enrolled in the program.
4. Number of students enrolled in the program and affected by the request.
   NONE
5. Communication plan. Students should be contacted and informed that the program is suspended and if it will be discontinued. They should be assured that they will be allowed to earn the credential if they graduate prior to the discontinuation deadline. (Programs may not advertise suspension/closure in the Guide or on websites until the request is approved.)
   N/A. See 4) above.
6. Program faculty/administrators are required to offer courses and advising until all students complete it (“teach-out” plan).
   N/A See 4) above.
7. What will happen for students who have stopped out and return to the university, expecting to earn whatever credentials were available at the time of their departure. (This is more important for majors and degrees than for minors or certificates, since those are optional programs.)
   N/A. There are no such students in Southeast Asian Studies.
8. Proposed “first term effective” – this will never be the term in progress, but in an emergency may include a term for which students are already enrolling.
   SPRING 2019
9. Governance approval information (votes by program faculty, IRIS endorsement).
   The decision to discontinue the Southeast Asian Studies Graduate Certificate program was made unanimously by the Southeast Asian Studies Faculty Education Committee at a meeting on May 10, 2018. This decision is endorsed by IRIS.