



Request to Disestablish Academic Program/Plan

Please complete all fields. Boxes may be expanded to accommodate longer responses. Clarifying field descriptions can be found below. Should you have any questions or concerns, please email [Curricular Affairs](#).

Name of Academic Program: BA in Government & Public Service
Academic Department: Applied Science, College of Applied Science & Technology
Geographic Site: AZ Online
Instructional Modality: Online
Last Term of operation: The term and year in which the last enrolled student will graduate from the program (i.e., Spring 2022; Fall 2023).
Brief Description: Courses focus on American government and institutions, intelligence and security, and law and justice. With a focus on research, analytical and critical thinking skills, students in the Government and Public Service program learn to evaluate data, argue, and communicate effectively, and to provide practical solutions to contemporary issues facing our world both today and in the future.
Reason for Disestablishing the Program: CAST is proposing a rename of our BAS in Applied Science with an emphasis in Administration of Justice to BAS in Justice and Global Security. This rename will consolidate two existing degree programs: the BA in Government & Public Service and the Bachelor of Applied Science in Applied Science with an emphasis in Administration of Justice.
Disestablishment Plan: Program currently has 27 students. The coursework will remain and there will be no disruption in our typical offerings.
How will program resources be reallocated? (i.e., faculty and administrative positions; infrastructure, etc.): The BA in Government & Public Service and the Bachelor of Applied Science in Applied Science with an emphasis in Administration of Justice will be consolidated into one proposed rename of a current degree: BAS in Justice and Global Security.
Is this program in an ABOR designated high demand field? NO Is the discontinued program in education, health, science, technology, engineering or math (STEM)?

Department Head Name: _____

Department Head Signature: _____

Date: _____

Dean/Assistant Dean Name: _____

Dean/Assistant Dean Signature: _____

Date: _____



A teach-out plan is a formal document developed by educational institutions, departments, and/or colleges to ensure a smooth and orderly closure of an academic program. It outlines the steps and procedures for phasing out a program while minimizing disruption for current students and faculty. Teach-out plans are typically required by accrediting agencies and regulatory bodies to ensure that students can complete their education and receive the support they need when a program or institution is being discontinued. Here's a general outline of what an academic program teach-out plan might include:

1. Introduction:

- Disestablishment of BA in Government & Public Service
- State the reason for discontinuing the program: CAST is proposing a rename of our BAS in Applied Science with an emphasis in Administration of Justice to BAS in Justice and Global Security. This rename will consolidate two existing degree programs: the BA in Government & Public Service and the Bachelor of Applied Science in Applied Science with an emphasis in Administration of Justice.

2. Program Closure Timeline:

- Specify the last admit term for new students: Summer 2024
- The program/plan will remain “active” so that students in the program can finish. After 8 years, the program will be switched to an “inactive” status by Curricular Affairs (CA).

3. Student Support (currently enrolled and inactive):

- Describe the support services that will be provided to current students to help them complete their education: We are disestablishing the BA in Government & Public Service, although the coursework will remain and be part of the proposed renamed consolidated degree.
- Explain how academic advising will be offered: Academic Advisors will still be able to enroll the 27 majors into the necessary coursework for completion.
- Identify specific plans for students pending degree completion according to their academic needs: The coursework will remain for degree completion.
- Address any financial aid or scholarship implications for students: None.

4. Curriculum Transition:

- Detail how the remaining courses required for program completion will be scheduled and offered: The coursework will remain in the renamed program and there will be no disruption in our typical offerings.
- Provide a list of alternative courses or programs that students can transfer to if necessary: They will be able to change to the proposed Justice & Global Security major, or even a program outside of CAST in AZ Online, such as Law or Political Science.
- Address any changes to course availability and faculty support: None. Program and resource consolidation on the college side. Courses will remain.

5. Faculty and Staff Transition:

- Explain the process for reassigning or supporting faculty and staff affected by the program closure: Program and resource consolidation on the college side. Courses and current faculty will remain.

6. Communication Plan:

- Provide details about how promptly the program closure will be communicated to students, faculty, staff, and relevant stakeholders: Immediately. Admitted students will be informed of options, Academic Advisors will be made aware of the change and will



reach out to students for program options. There will be no change in course offerings, so this will minimize impact on students and faculty.

- Include sample notifications to students in differing situations. There are 27 current students. They will be emailed by the Academic Advisor.
- Describe the institution's plan for communicating with the public including the methods and language used for (e.g., including town hall meetings, notification on the institution's web site, press releases, and other means of communication). Our social media and website will describe the closure and consolidation of programs under the proposed rename of the program. The program tile will be removed from the AZ Online website and the program will be removed from the UAZ application.
- Specify the channels (e.g., emails, website announcements) and the frequency of updates. Emails, CAST announcement on the website, and Marketing Cloud notification to current students of program changes in the Applied Science department after approvals are finalized at the end of this spring.

7. Compliance and Reporting:

- Address any regulatory requirements or reporting obligations to accreditation agencies and government bodies: None specifically for the BA in Government & Public Service, as it is not a programmatically accredited degree and has no specific designations.

8. Timeline of Teach-Out Events

This section provides a detailed timeline of events associated with the teach-out showing when communications will go out to students, faculty, staff and the public; dates when students must complete individualized graduation plans; and academic terms when the plan will be removed from the academic catalog and associated university systems: Since this is a consolidation of two programs and not a full removal, students will have option to complete their degree with the established coursework, or complete the new titled degree.

9. Appendices:

- Include any supporting documents, agreements, or additional information related to the teach-out plan: None. This closure will have minimal impact to students.



Justification Memo

To: Greg Heileman, Vice Provost for Undergraduate Education; Curricular Affairs
From: Eric Mapp, Applied Science Department Head, CAST
Date: March 1, 2024
Re: Disestablishment of the BA in Government and Public Service
CC: Nic Rae, Acting Dean, CAST; Linda Demmo, Associate Dean, CAST

This memo serves as a justification for the termination of the Bachelor of Arts (BA) program in Government and Public Service, effective Fall 2024. Last admit term is Summer 2024.

There are currently 27 declared majors in the program. Course offerings will continue for students until they are taught out.

Campuses: AZ Online, UAZS (Sierra Vista), DIST

W. Mapp

Mar 1, 2024

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Nicol Rae

Mar 1, 2024

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