



UNIVERSITY OF WYOMING REGULATIONS

Subject: Academic Program Reorganization, Consolidation, Reduction and Discontinuance

Number: UW Regulation 6-43

I. PURPOSE

To promote and maintain high quality academic programs, the University may over time develop new academic degree programs or reorganize, consolidate, reduce and/or discontinue academic existing programs for educational, strategic, realignment, resource allocation, or combinations of educational and/or strategic reasons. UW Regulation 6-42, Budget Constrictions, may require, the administration ~~The Board of Trustees may decide to reorganize, consolidate, reduce and/or discontinue an Academic academic Program programs for educational, strategic, realignment, resource allocation, budget constraints, or combinations of educational, strategic, and/or financial reasons. The Board of Trustees may take any of these actions individually or in combination with any of the other actions.~~

II. DEFINITIONS

~~**Academic Employee:** For purposes of this Regulation, Academic Employee includes but is not limited to tenured faculty members, tenure track faculty members, extended term academic professionals and extended term track academic professionals.~~ **Academic Professional:** As defined in UW Regulation 5-1.

Academic Program: Degree program, department or division of instruction, school or college, interdisciplinary program or unit, or other academic program unit. For the purposes of this Regulation, Academic Program does not include academic courses.

Faculty: As defined in UW Regulation 5-1.

Unit: For purposes of this Regulation, Unit refers to an academic department. If there is no academic department, then Unit refers to the next smallest academic grouping, such as School or College.

Reorganization: A reorganization of an academic program or unit without the loss of tenured faculty or extended term academic professionals.

36 **Consolidation:** A consolidation of programs or units without the loss of tenured faculty or
37 extended term academic professionals

38 **Reduction:** A reduction in faculty or academic professionals in a unit may be combined
39 with a Reorganization or Consolidation.

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41 **Discontinuance:** The termination of an academic program.
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44 **III. PROCESS FOR RECOMMENDING PROGRAM REORGANIZATION,**
45 **CONSOLIDATION, REDUCTION OR DISCONTINUANCE**

46 A department, its chair, the dean or director, the Faculty Senate, the Provost and Vice
47 President for Academic Affairs, or the President of the University, ~~or the Board of~~
48 ~~Trustees~~ may recommend reorganizing, consolidating, reducing or discontinuing ~~an~~
49 Academic Programs for educational, strategic, realignment, resource allocation, or
50 combinations of educational and/or strategic reasons. The Budget Constriction Plan may
51 require reorganizing, consolidating, reducing or discontinuing Academic Programs. A
52 University Standard Administrative Policy and Procedure shall provide guidance for the
53 review of programs recommended for reorganization, consolidation, resource allocation,
54 reduction or discontinuance. The President of the University ~~or and~~ the Provost in
55 collaboration with the ~~appropriate~~ Faculty Senate ~~committee~~ will review ~~the~~
56 recommendations. The President or the Provost shall also discuss the recommendation
57 with and solicit feedback from the members in the departments or programs, the
58 department chairs, and the deans of the schools or colleges.

59 The President shall make a final recommendation to reorganize, consolidate, reduce or
60 discontinue a program within a maximum period of 120 days from the time of the initial
61 recommendation ~~was made~~. The President shall submit all recommendations for
62 continuance, reorganization, consolidation, reduction or ~~termination-discontinuance~~ of
63 programs to the Board of Trustees for action within sixty (60) days of the President's
64 final recommendation. The recommendation shall include a plan for program closure, if
65 applicable, identification of tenured faculty and extended term academic professional
66 appointments recommended for termination, and a plan for accommodating students
67 currently enrolled in the program. ~~A University Standard Administrative Policy and~~
68 ~~Procedure shall provide guidance for the program this process.~~

69 **IV. TERMINATION OF ~~TENURED FACULTY OR EXTENDED TERM~~ ACADEMIC**
70 **PROFESSIONALS**

71 ~~Termination of tenured tenure-track faculty, or extended term track academic~~
72 ~~professionals, or those academic employees with unexpired term appointments, may~~
73 ~~occur as the result of Budget Constriction reorganization, consolidation, reduction or~~

74 ~~discontinuance of an Academic Programs.~~ Termination of tenure-track faculty or
75 extended term track academic professionals may occur with reorganization,
76 consolidation, reduction or discontinuance of Academic Programs. for educational,
77 strategic, realignment, resource allocation, or combinations of educational and/or
78 strategic reasons. Tenured track faculty or extended term academic professionals may be
79 terminated when necessary in the case of program discontinuance. Once the President has
80 decided to recommend ~~reorganization, consolidation, reduction or termination~~
81 ~~discontinuance~~ of ~~an~~ Academic Programs, the President shall consult with the Provost
82 and appropriate administrators on termination of appointments of tenured faculty
83 members and extended term academic professionals rostered in the organizational unit
84 ~~under review.~~

85 ~~The retention of tenured faculty shall be given all due consideration over tenure track~~
86 ~~faculty and the retention of extended term academic professionals shall be given all due~~
87 ~~consideration over extended term track academic professionals.~~

88
89 If a tenured faculty member or extended term academic professional is scheduled for
90 termination in the unit that has a eliminated due to the reorganization, consolidation,
91 ~~reduction or~~ discontinuance of an Academic Program, the University shall make reasonable
92 efforts to transfer the tenured faculty member or extended term academic professional to
93 another ~~open and funded~~ position for which the tenured faculty member or extended term
94 academic professional is qualified.

95
96 In the event that it is determined that the employment of a tenured faculty member or
97 extended term academic professional must be terminated due to ~~the reorganization,~~
98 ~~consolidation, reduction or~~ discontinuance of an Academic Program:

- 99
100 A. Written notice of termination, stating the cause, shall be given as soon as
101 practicable. Termination may be effective at the end of the current academic
102 year. For purposes of this Regulation, these notice provisions govern, and any
103 other notice provisions provided by UW Regulations, policies, or procedures do
104 not apply;
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106 B. When notice of termination of employment is received, the tenured faculty
107 member or extended term academic professional may appeal the termination
108 pursuant to UW Regulation 6-44, but not the decision to ~~reorganize,~~
109 ~~consolidate, reduce or~~ discontinue ~~an the~~ Academic Program;
110
111 C. When a position held by a tenured faculty member or extended term academic
112 professional is terminated, if that position is restored or a new position with
113 similar duties is created within a period of ~~one (1)two~~ years following its
114 termination, the position shall first be offered to the tenured faculty member or
115 extended term academic professional who formerly held the position, and who

116 was terminated because of the ~~reorganization, consolidation, reduction or~~
117 ~~discontinuance, at the same salary , rank and seniority as the faculty member or~~
118 ~~academic professional previously held;~~

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120 **D.** Whenever possible, reductions will be accomplished through attrition;
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122 **E.** ~~In the event that the budget restriction plan calls for the termination of tenured~~
123 ~~faculty, extended term academic professionals, or some combination of~~
124 ~~tenured faculty and extended term academic professionals, the President shall~~
125 ~~select positions for termination based upon the curricular requirements of a~~
126 ~~degree program in the Unit, accreditation requirements, or other bona fide~~
127 ~~program need, after consultation with the Dean and department head or other~~
128 ~~supervisor of the affected Unit;~~

129
130 **E.F.** ~~No faculty member with tenure will be terminated until the faculty~~
131 ~~members in the Unit without tenure, including extended term academic~~
132 ~~professionals, have been terminated under Section VII-E, unless the~~
133 ~~University determines a qualified extended term academic professional is~~
134 ~~necessary to maintain the curricular requirements of a degree program in the~~
135 ~~Unit;~~

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137 **F.G.** ~~No extended term academic professional will be terminated until the non-~~
138 ~~extended term academic professionals in the Unit have been terminated;~~

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140 **G.H.** ~~Those employed full-time have retention priority over those employed on~~
141 ~~a part-time basis;~~

142
143 **H.I.** ~~Among tenured faculty members in a Unit having equal professorial rank~~
144 ~~and retention priority, the tenured faculty member with the greatest seniority~~
145 ~~in the Unit will have retention priority. Seniority will be based first on an~~
146 ~~employee's professorial rank and second on total years of full-time equivalent~~
147 ~~employment in the Unit exclusive of periods of unpaid leave, provided the~~
148 ~~employee with a break in service of more than four (4) years will not be given~~
149 ~~credit for service prior to such break;~~

150
151 **I.J.** ~~Among extended term academic professionals in a Unit having equal~~
152 ~~academic professional rank and retention priority, the extended term academic~~
153 ~~professional with the greatest seniority in the Unit will have retention priority.~~
154 ~~Seniority will be based first on an employee's academic professional rank and~~
155 ~~second on total years of full-time equivalent employment in the Unit exclusive~~
156 ~~of periods of unpaid leave, provided the employee with a break in service of~~
157 ~~more than four (4) years will not be given credit for service prior to such~~
158 ~~break; and~~

159 | J.K. A tenured faculty member or extended term academic professional who is
160 | under a performance improvement plan shall be terminated prior to any other
161 | tenured faculty member or extended term academic professional.

162 | **V. NOTIFICATION TO EMPLOYEES AND STUDENTS**

163 | Following formal approval of termination plans by the Board of Trustees, the University
164 | shall provide notice to all employees whose appointments are to be terminated. For
165 | ~~Academic Employees Faculty or Academic Professionals~~ with nine-month contracts,
166 | termination will be effective at the end of the current academic year. For ~~Academic~~
167 | ~~Employees Faculty or Academic Professionals~~ with twelve-month contracts, termination
168 | will be effective at the end of the current fiscal year. For purposes of this Regulation,
169 | these notice provisions govern, and any other notice provisions provided by UW
170 | Regulations, policies, or procedures do not apply. When notice of termination of
171 | employment is received, the tenured faculty member or extended term academic
172 | professional may appeal the termination pursuant to UW Regulation 6-44, but not the
173 | decision to reorganize, consolidate, reduce or discontinue the academic program.

174 | If classified staff or contractual employees will be eliminated, UW Regulation 4-174 and the
175 | Employee Handbook shall govern terminations of classified staff, and the terms of the
176 | contract shall govern the termination of any contractual employees, including Athletic
177 | employees.

178 | Notwithstanding the above notice provisions, timing for phasing out programs and
179 | displacing faculty members or extended term academic professionals will be based on
180 | institutional needs.

181 | Before terminating a degree program, every reasonable effort will be made to allow
182 | students to complete their degrees. Program or campus transfers will be made if mutually
183 | acceptable to the student and the receiving department. Students will be provided
184 | advising assistance with respect to their academic program options. Students will be
185 | notified of program closure and timing for phasing out programs.

186 | **Responsible Division/Unit:** Office of Academic Affairs

188 | **Source:** None.

189 | **Link:** [http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-](http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html)
191 | [directives/index.html](http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html).

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Reviewed and Endorsed by Regulation Committee 10-4-17

194 | **Associated Regulations, Policies, and Forms:** UW Regulation 6-42 (Budget Constrictions);
195 | UW Regulation 6-44 (Appeal Procedures); Standard Administrative Policy and Procedure
196 | (Academic Program Reorganization, Consolidation, Reduction, and Discontinuance Process);
197 | UW Regulation 5-1

198 | **History:**

199 | University Regulation 43, Revision 1; adopted 7/17/2008 Board of Trustees meeting
200 | Revisions adopted 9/9/2011 Board of Trustees meeting
201 | Revisions adopted 3/24/2016 Board of Trustees meeting