**Request to Disestablish Academic Organizational Unit**

Please complete all fields. Boxes may be expanded to accommodate longer responses. Clarifying field descriptions can be found below.

University:

|  |
| --- |
| **Name of Organizational Unit:**  |
| **Academic Department:**The name of the academic department or college in which the organizational unit is located |
| **Geographic Site:**The physical site (campus, extended campus, etc.) where the organizational unit is located |
| **Last Term of operation:**The term and year when the organizational unit will cease to exist |
| **Brief Description:**A short outline of the activities that the organizational unit performed |
| **Reason for Disestablishing the Organizational Unit:**Please briefly explain why the program is being disestablished. If the program is being merged with, or rolled into another existing program please make this clear.  |
| **How will the organizational unit’s resources be reallocated? (i.e. faculty and administrative positions; infrastructure, enrolled students etc.):**Please provide information about how personnel, infrastructure, enrolled students will be redistributed across the university.  |

Executive Director Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_