

This template is to be used for proposed disestablishments included on the Academic Plan and for which the unit has received specific written approval from the Office of the University Provost to proceed with internal proposal development and review. This proposal template should be completed and submitted by the Dean's Office to the Office of the University Provost [mailto:curriculumplanning@asu.edu]. The disestablishment **may not** be implemented until the Office of the University Provost notifies the academic unit that the disestablishment proposal has completed the approval process.

UNIT AND PROGRAM INFORMATION

College/School/Institute: College of Integrative Sciences and Arts

Department/Division/School: College of Integrative Sciences and Arts

**Proposing Faculty Group
(if applicable):** Technical Communication

Proposal Contact

Name: Eva Brumberger **Title:** Associate Professor & Program Head, Technical Communication
Phone number: 480-727-5981 **Email:** Eva.Brumberger@asu.edu

Existing Program Information

Program Type: Certificate **Academic Level:** Undergraduate

Degree Type: Certificate *If other specify*

Name: Technical Communication **Concentration (if applicable)** ()

Plan code(s) for the program:

If this is a degree program that has multiple concentrations, list all program names and plan codes impacted.

LSTECCERT

Implementation information: Degree Search is our official record of the academic catalog. Therefore, all academic programs which are active and have students enrolled are required to be listed on Degree Search. Upon request by the Dean's Office, an academic program can be removed from the undergraduate or graduate application; however, the program will remain in degree search with the notation "This program is no longer accepting applications," until the approved effective date of the disestablishment.

Requested effective date: spring 2020

Briefly describe the rationale for disestablishment:

The disestablishment of the undergraduate certificate is an acknowledgment that the Minor in Technical Communication better serves our undergraduates because it offers them a more thorough complement to their chosen major.

Impact on other existing programs:

May include availability of course content for students in other majors who may need it; other.

None - existing TWC courses will continue to be offered on the same schedule as they are currently offered, because they are part of other technical communication degrees within the College of Integrative Sciences and Arts. No TWC courses will be discontinued or removed from the CISA course bank.

Impact on current students:

Estimate number of students still enrolled; anticipated date of last graduates; arrangements for continuing students and students in articulated transfer pathways (e.g., MAPP, TAG).

There are no current students enrolled in the undergraduate certificate, so there will be no need to notify students.

Applications:

What term should applications close? If this change should be made immediately upon approval, please indicate this. Please note that the program will remain on Degree Search until such a time that no students remain enrolled in the program immediately upon approval

Current applicants:

Describe actions that will be taken regarding admitted students or students who have applied to this program? If current applicants should be moved to a new program, please indicate the plan code of that program.

There are no applications or admitted students

Additional information:

Provide any relevant information not required above that will assist in evaluating the proposal.

This certificate has graduated only 17 students since its establishment in fall 2011. Enrollment continues to be low with an average program enrollment of about 2 students per year. Students will now have an option for an undergraduate minor in Technical Communication in place of this certificate. The Technical Communication graduate certificate is available for students who wish to pursue graduate studies in this area.

DEAN APPROVAL(S)

This proposal has been approved by all necessary unit and College/School levels of review. I recommend implementation of the proposed name change.

College/School/Division Dean name: College of Integrative Sciences and Arts

Signature _____ **Date:** 5/3/2019

College/School/Division Dean name:

(if more than one college involved)

Signature _____ **Date:** / /20

Note: An electronic signature, an email from the dean or dean's designee, or a PDF of the signed signature page is acceptable.

University Approval(s)

Vice Provost for Graduate Education Name: _____

Signature: _____ **Date:** / /20

Vice Provost for Undergraduate Education Name: _____

Signature: _____ **Date:** / /20