



# The University of Georgia

University Council  
Athens, Georgia 30602

February 5, 2016

## UNIVERSITY CURRICULUM COMMITTEE – 2015-2016

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Dear Colleagues:

The attached proposal to deactivate the existing external degree in Master of Environmental Planning and Design (M.E.P.D., Thesis and Non-Thesis) on the Gwinnett campus will be an agenda item for the February 12, 2016, Full University Curriculum Committee meeting.

Sincerely,

William K. Vencill, Chair  
University Curriculum Committee

cc: Provost Pamela S. Whitten  
Dr. Rahul Shrivastav

Committee on Facilities, Committee on Intercollegiate Athletics, Committee on Statutes, Bylaws, and Committees, Committee on Student Affairs, Curriculum Committee, Educational Affairs Committee, Executive Committee, Faculty Admissions Committee, Faculty Affairs Committee, Faculty Grievance Committee, Faculty Post-Tenure Review Appeals Committee, Faculty/Staff Parking Appeals Committee, Human Resources Committee, Program Review and Assessment Committee, Strategic Planning Committee, University Libraries Committee, University Promotion and Tenure Appeals Committee

An Equal Opportunity/Affirmative Action/Veteran/Disability Institution

# OUTLINE FOR DEACTIVATION OR TERMINATION OF A GRADUATE OR UNDERGRADUATE DEGREE PROGRAM

## I. Basic Information

1. Institution: The University of Georgia Date: November 17, 2015
2. School/College: The College of Environment and Design
3. Department/Division: Master of Environmental Planning and Design
4. Program Degree: Master of Environmental Planning and Design (M.E.P.D., Thesis and Non-Thesis)  
Major: Environmental Planning and Design  
Campus: Gwinnett Campus Only
5. Deactivation or Termination: Deactivation of External Degree
6. Last date students will be admitted to this program: August 2014
7. Last date students will graduate from this program: May 2017
8. Abstract of the deactivated or terminated program  
*Provide a brief summary of the deactivated or terminated program that includes an overview and highlights of the response to the criteria in Section II.*

The deactivation of the degree on the Gwinnett Campus is based on low student enrollment. Despite recruitment efforts to offer this degree directly to the Atlanta market in Gwinnett, average class size fell below acceptable standards. The program is not economically feasible to continue. The MEPD Program offered on the Athens Campus continues with adequate enrollment and there are no changes expected to the faculty-student teaching ratio.

## II. Conditions for Deactivating or Terminating Programs

The deactivation (temporary suspension) or termination (discontinuation) of programs is expected to address satisfactorily the conditions listed below in order to be approved and implemented within the University of Georgia. Please provide sufficient information to confirm each condition.

1. Provide copies of the studies and decisions that warrant deactivation or termination of the program.

The deactivation of the degree on the Gwinnett Campus is based on low student numbers. Despite recruitment efforts to offer this degree directly to the Atlanta market in Gwinnett, average class size fell below acceptable standards. The program is not economically feasible to continue.

According to our internal records, we only had eight students in the past three years as shown below:

Year	Students
2012	2
2013	3
2014	3

2. State the reasons for deactivating or terminating the program.

The deactivation of the degree on the Gwinnett Campus is based on low student numbers. Despite recruitment efforts to offer this degree directly to the Atlanta market in Gwinnett, average class size fell below acceptable standards. The program is not economically feasible to continue.

3. State the plans for allowing those students already in a program to complete degree requirements, including specific information on a.) how students will be notified of the program termination and b.) how students will be counseled on completing the program.

Currently there are seven part-time students enrolled in the MEPD-Gwinnett program. The program director has notified each student and has advised each student on how to complete the degree given individual circumstances.

Students will be allowed to complete their work in the following manner: one student was offered a full-time assistantship and will complete coursework in Athens during the 2016-2017 academic year as a full-time student; two students are currently employed by UGA and will continue working towards their degrees on a part-time basis on the Athens campus as their schedules allow; four students are finished with their formal course work and only have to complete their thesis in order to graduate. These students are in contact with their major professors.

4. What will be done to minimize the impact or termination of the program upon the personal and professional lives of the faculty and staff involved, specifically a.) how will faculty and staff be notified of the termination and b.) how will faculty and staff be re-deployed?

No tenure-track faculty have been affected by deactivating the degree program. One part-time faculty member has left the program to pursue other endeavors.

5. What will be done to insure that deactivation or termination of the program does not weaken other programs (graduate, undergraduate, or professional) for which the department may be responsible?

We do not anticipate that the deactivation of the program will affect the MEPD Program offered in Athens. The MEPD Program offered in Athens continues with adequate enrollment, and there are no changes expected to the faculty - student teaching ratio.

6. What plans, if any, are there for subsequent reactivation or reinstatement, respectively, of the deactivated or terminated program?

The College intends on working with a public relations and recruitment manager in the future to refocus recruitment efforts and determine if the program in Gwinnett is able to be reinstated or whether it will be terminated outright.