SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
POLICY MANUAL

SERIES: 300. Academic Affairs

SECTION: 303. Program Approval and Review Processes

POLICY: 303.6. Program Suspension or Termination

EFFECTIVE: July 1, 2021

A. PURPOSE

1. The purpose of this policy is to define the notification requirements related to the suspension or termination of an academic program.

B. DEFINITIONS

1. Program Suspension: An action leading to an institution temporarily ceasing the acceptance of new students into a program after the suspension date.

2. Suspension Date: The last date of the last semester that courses are offered in the program.

3. Program Termination: An action leading to an institution permanently ceasing the acceptance of new students into a program after the termination date.

4. Termination Date: The last date of the last semester that courses are offered in the program.

5. Program Reactivation: An action leading to an institution accepting new students into a previously suspended program. See BP 303.7.

C. POLICY

1. A technical college may suspend a program.

    1.1. A technical college must notify the Board of Technical Education of its intent to suspend a program within 30 business days of the institution's formal decision to do so.

    1.2. A technical college may suspend a program for a period of no more than three (3) years. The suspension period will begin on the suspension date submitted by the technical college to the Board of Technical Education (hereinafter “Board”).

        1.2.1. Should a technical college seek to reactivate a suspended program within the three-year period, the technical college must follow the policy requirements set forth in BP 303.7.

        1.2.2. At the end of the three-year suspension period, a program will automatically become terminated.

2. A technical college may terminate a program.

    2.1. A technical college must notify the Board of its intent to terminate a program within 30 business days of the institution's formal decision to do so.

    2.2. Program termination will occur on the termination date submitted by the technical college.

        2.2.1. Should a technical college request to reactivate a program after termination, the program will require Board approval. The technical college must follow the requirements set forth in BP 303.2 or BP 303.3.

3. Notification of program suspensions or terminations within a given fiscal year shall be placed on the Board’s informational agenda no less than once annually.

D. PROCEDURES

1. The executive director shall promulgate procedures needed to implement this policy.

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