SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
POLICY MANUAL

SERIES: 300. Academic Affairs

SECTION: 304. Location Expansion

POLICY: 304.3. Program Expansion, Suspension or Termination, and Reactivation at an Additional Location or Branch Campus

EFFECTIVE: July 1, 2021

A. PURPOSE

1. The purpose of this policy is to define the requirements related to academic program expansion, suspension or termination, and reactivation at an additional location or branch campus[1].

B. DEFINITIONS

1. Program Expansion: An action leading to an institution accepting students into a new or existing program at an additional location or branch campus.

2. Program Suspension: An action leading to an institution temporarily ceasing the acceptance of new students into a program after the suspension date. See BP 303.6.

3. Program Termination: An action leading to an institution permanently ceasing the acceptance of new students into a program after the termination date. See BP 303.6.

4. 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 expand a new or existing program to an additional location or branch campus.

    1.1. A technical college may expand a new program to an additional location or branch campus. To do so, a technical college must follow the policy requirements in BP 303.2 or BP 303.3, as appropriate. The technical college must indicate in the program application of the institution's intent to offer the program at an additional location or branch campus.

    1.2. A technical college may expand an existing program to an additional location or branch campus. To do so, a technical college must notify the Board of Technical Education (hereinafter "Board") of program expansion to an additional location or branch campus no less than 30 business days prior to the technical college accepting new students in the program unless otherwise approved by the executive director.

[1]Per BP 304.1, the Board of Technical Education shall follow the same additional location and branch campus definitions as determined by the U.S. Department of Education (34 CFR § 600.2).

1.2.1. Notification of program expansions to an additional location or branch campus within a given fiscal year shall be placed on the Board's informational agenda no less than once annually.

2. A technical college may suspend or terminate a program at an additional location or branch campus. To do so, the technical college must follow the policy requirements set forth in BP 303.6.

3. A technical college may reactivate a program at an additional location or branch campus after suspension. To do so, the technical college must follow the policy requirements set forth in BP 303.7.

D. PROCEDURES

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

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SDCL REFERENCE: 13-39A-14; 13-39A-16; 13-39A-17; 13-39A-18; 13-39A-21

ARSD REFERENCE: 24:59:01

HISTORY: Adopted May 20, 2021.