**Major Program Modification – Remove Program or Program Component**

*Changes to programs must be entered into Curriculog prior to Faculty Council. Please use this template to provide the information to your Curriculog contact.*

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| **Faculty**:  |
| **Undergraduate**: ☐ | **Graduate**: ☐ |

**Summary of the reason for removal:** (Brief summary of the reason)

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**Effective Calendar:**

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**Semester of removal/closure:**

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**Are you providing any additional supporting documents? ☐ Yes ☐ No**

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| **Program Name**:  |
| **Program and Degree Type** [e.g. Bachelor of Arts (Honours)]:  |

**Program Description (taken from Calendar):** (Please highlight changes, if any)

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**Calendar Copy, including Admission Requirements and Program Map:** [Please copy and paste the sections of the Calendar you are changing and/or add new Calendar content as it will appear in the Calendar. Highlight changes to existing content and new content. If you are changing internal program maps (e.g. charts used in Academic Advising) you may include them as an attachment, if you wish.]

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**Brief background on the existing program:**

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**Rationale for the removal:**

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**Implications and Impacts**

**Faculty members:**

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**Non-academic human resources:**

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**Courses:** (if courses are being removed from the Calendar please submit Course Change proposals in addition to this form)

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**Students:** Current and prospective

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**Enrolments:** (anticipated impacts on other programs, if applicable)

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**External Agencies:**

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**Detailed Timeline:** [Detailed timeline (state term e.g. Fall 2017) of when students will stop being admitted into the program, when the program will officially be closed, and when the program will be removed from the Calendar]

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**Administrative steps:** (Include a detailed outline of the administrative steps and requirements surrounding the removal of the program or component.)

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**Communication plan:** Include a detailed communication plan for all affected stakeholders (e.g., current students, staff, faculty, etc.)

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**Transition Plan:** Include a detailed transition plan for all current students, by year level.

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**Other:** (Additional supporting information, if applicable)

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**Have you consulted with all impacted areas? ☐ Yes ☐ NA**

**Process of consultation:** (Include consultation with students; also include process of consultation with other units if the change(s) involve(s) students, staff, and/or faculty from other programs or courses)

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**Does this Program/Change contain any Indigenous content? ☐ Yes ☐ No ☐ Unsure**

For more information on how Indigenous content is defined at Ontario Tech University and how to consult with the Indigenous Education Advisory Circle (IEAC), please refer to the [Protocol for Consultation with the Indigenous Education Advisory Circle.](https://wisc.uoit.ca/workspaces/AssociateProvost/ciqe/QEprocesses/Documents/Protocol%20for%20Consultation%20with%20the%20Indigenous%20Education%20Advisory%20Circle.pdf)

**Has the IEAC been contacted ☐ Yes ☐ No**

**If yes, when?**

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**What was the advice you received from the IEAC, and how has it been included in your proposal?**

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**Did the IEAC ask you to return the proposal to them for review? ☐ Yes ☐ No**

**If yes, have they completed their review? ☐ Yes ☐ No ☐ N/A**

Pre-Faculty Council Approval Dates (e.g. Curriculum Committee, Program Committee):