

The SAASC convened on Thursday, April 25, 2019 to consider a proposal from the College of Arts & Sciences regarding a proposal to close the BA/BS in Latin American Studies program.

Attendance: Brad Kerns, Tom Troland, Azhar Swanson, Shawn Caudill, Susan Effgen, Kevin Donohue, Herman Farrell (Chair)

Tom Troland served as facilitator of this proposal.

Discussion:

The proposal states: "The stand-alone major became the Latin American Studies track under the International Studies major in FY09. We began the process to suspend the Latin American Studies program in March 2008. The college asked to hold off on the suspension until they were able to complete a program review on the International Studies Program. Inadvertently, the process to suspend the BA/BS in Latin American Studies was never resumed. The major has not appeared in the bulletin since 2007-2008 and we have not enrolled students into the major since FY08. At this point we would like to delete (close) the BA/BS in Latin American Studies."

Vote:

A motion was made and seconded that the SAASC approve the proposal to close the program.

The vote in favor was unanimous.

A motion was made and seconded that, because of the extended time period where no students were enrolled in this program (since 2008), there is no need for an open hearing and therefore the University Senate is requested to waive the open hearings and disclosure requirements that are set forth in SR 3.4.2.B.2.

The vote in favor was unanimous.

**SUSPEND ADMISSIONS TO AN EXISTING DEGREE PROGRAM/CERTIFICATE**

**Suspension less than one year.** The faculty of the college in which a degree program resides may opt to suspend admissions for up to one year without going through the University Senate, pursuant to the established college faculty rules document A college faculty may opt to have an issue concerning temporary suspension of admissions to an academic program forwarded to the Senate Council for Senate consideration. (see Senate Rules 3.4.2.A.6).

**Suspension greater than one year.** The decision to suspend admissions to a Senate-approved certificate or degree program for longer than a single year is a significant reduction, which must be approved by the Senate (see Senate Rules 3.4.2). If the faculty of record intend to reinstate the program or certificate within five years of Senate’s approval to suspend admissions, a representative for the program or certificate must immediately contact the Office of Strategic Planning and Institutional Effectiveness (OSPIE) to begin the process, which will include OSPIE notifying external agencies. After five years of suspension and in cases of program closure, the Council on Postsecondary Education (CPE) considers a program or certificate to be closed (no students will be admitted) and any attempt to reinstate it must go through the CPE’s process to approve a new academic program.

**Approval process.** Once approved at the college level, your college will send the proposal to suspend admissions to the appropriate Senate academic council (Health Care Colleges Council, Graduate Council, Undergraduate Council) for review and approval (see Senate Rules 3.4.3.B). Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review via a committee and then to the Senate for approval. (The contact person listed on the form will be informed when the proposal has been sent to committee and other times as appropriate.) Once approved by the Senate, the Senate Council office will notify appropriate entities, including the Registrar’s office and the Office of Strategic Planning and Institutional Effectiveness (OSPIE). OSPIE will suspend the program in the CPE program inventory and notify SACSCOC (UK’s accrediting body) of the suspension.

<b>Please check ONE of the following options.</b>			
<input type="checkbox"/> <b>Proposal is to suspend admissions for the program/certificate.</b>			
<b>OR</b>			
<input checked="" type="checkbox"/> <b>Proposal is to close the program/certificate.</b>			
<b>SECTION A – INFORMATION REQUIRED BY UNIVERSITY SENATE</b>			
<b>1. Basic Information: Program Background and Overview</b>			
1a	Date of contact with Office of Strategic Planning and Institutional Effectiveness (OSPIE) <sup>1</sup> :	5/16/2018	
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from OSPIE.		
1b	Home College: <i>Arts And Sciences</i>		
1c	Home Educational Unit (school, department): <i>Arts and Sciences</i>		
1d	Degree Designation (BA, MS, PhD, etc.): <i>BA/BS</i>		
1e	Major Name (Interior Design, Social Work, etc.): <i>Latin American Studies</i>		
1f	CIP Code: <i>050107</i>		
1g	Is there an accrediting agency related to this program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

<sup>1</sup> You can reach OSPIE at [OSPIE@uky.edu](mailto:OSPIE@uky.edu).

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	If "Yes," name:			
1h	Date of closure <sup>2</sup> :	<input checked="" type="checkbox"/> Fall semester following approval.	OR	<input type="checkbox"/> Specific Date <sup>3</sup> : <i>Fall 20</i>
1i	Semester in which last student is anticipated being enrolled: The program has not enrolled students since 2008			
1j	Semester in which the last student will receive a degree: The last student to be awarded a degree in Latin American Studies was in May 2009.			
1k	Date of most recent periodic program review for the home educational unit:	n/a		
1l	Contact person name: <i>Camille Harmon</i>	Email: <i>camille.harmon@uky.edu</i>	Phone: 257-3966	

**2. Overview**

2a	What is the rationale for suspension of admissions? If an accrediting body recommended this suspension, note that and append that report to the end of this form. (450 word limit)				
	The stand-alone major became the Latin American Studies track under the International Studies major in FY09. We began the process to suspend the Latin American Studies program in March 2008. The college asked to hold off on the suspension until they were able to complete a program review on the International Studies Program. Inadvertently, the process to suspend the BA/BS in Latin American Studies was never resumed. The major has not appeared in the bulletin since 2007-2008 and we have not enrolled students into the major since FY08. At this point we would like to delete the BA/BS in Latin American Studies.				
2b	Is the degree for which admissions will be suspended a master's degree and is there an associated PhD program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," should the master's degree now serve as an <i>en passant</i> option <sup>4</sup> for students who are unable to complete the associated PhD? (150 word limit)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," describe the associated PhD and how the <i>en passant</i> master's degree will be administered.				
	n/a				
2c	Provide an explanation for the proposed suspension of admissions. (450 word limit)				
	<i>There have been no students enrolled in the BA/BS in Latin American Studies since the last graduate in May 2009.</i>				
2d	Describe enrollment in the program below, for the last five years.				
	1 year ago:	2 years ago:	3 years ago:	4 years ago:	5 years ago:
	Year: 2017	Year: 2016	Year: 2015	Year: 2014	Year: 2013
	Enrollment: 0	Enrollment: 0	Enrollment: 0	Enrollment: 0	Enrollment: 0
2e	Describe graduation rates in the program below, for the last five years.				
	1 year ago:	2 years ago:	3 years ago:	4 years ago:	5 years ago:
	Year: 2017	Year: 2016	Year: 2015	Year: 2014	Year: 2013

<sup>2</sup> The date of closure is the first semester for which admissions will be suspended and no students will be admitted.

<sup>3</sup> Suspensions of admissions are typically made effective for the semester following approval.

<sup>4</sup> If a degree is offered *en passant*, there are no direct admissions into the program and it exists solely as an option for students who are unable to complete the associated PhD.

**SUSPEND ADMISSIONS TO AN EXISTING DEGREE PROGRAM/CERTIFICATE**

	Grad rate: 0	Grad rate: 0	Grad rate: 0	Grad rate: 0	Grad rate:0	
2f	Will another degree replace the program being suspended (i.e. a new program or a changed program)?				Yes <sup>5</sup> <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," explain below. (300 word limit)					
	Another degree will not replace the BA/BS in Latin American Studies. However, we have incorporated the Latin American Studies curriculum into the International Studies degree program.					
2g	What will happen with the existing courses that comprised the program <sup>6</sup> ? (300 word limit)					
	<i>The LAS prefix courses remain on the books and are taught on a regular basis. The Latin American, Caribbean, and Latino Studies program has a minor and graduate certificate. These courses are used to satisfy the Latin American Studies option in the International Studies degree program.</i>					
2h	Check the appropriate box below and explain. (150 word limit)					
	<input type="checkbox"/> Suspension greater than one year but less than five years.			<input checked="" type="checkbox"/> Suspension in perpetuity.		
	<b>We are requesting to delete the BA/BS in Latin American Studies.</b>					

<sup>5</sup> Mention of the replacement degree here does not create/change it. The appropriate new/change forms must also be submitted.

<sup>6</sup> If the courses are no longer needed, the home educational unit will need to officially drop the courses.

**SUSPEND ADMISSIONS TO AN EXISTING DEGREE PROGRAM/CERTIFICATE**

3. Teach Out Plan		
3a	How will affected parties (students, faculty, and staff) be informed of the impending closure?	
	The College of Arts and Sciences was under the assumption that the BA/BS in Latin American Studies was closed effective fall 2008. There are no students enrolled in the program. As an interdisciplinary program faculty did not have faculty appointments in Latin American Studies. There are no staff associated with the Latin American Studies BA/BS.	
3b	Explain how all affected students will be helped to complete their program of study with minimal disruption.	
	Effective fall 2008 students were either grandfathered into the BA/BS Latin American Studies curriculum, or they declared a major in International Studies. There have been no graduates with a Latin American Studies degree since May 2009.	
3c	Will students incur additional charges/expenses as a result of the teach-out plan?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If "Yes," how will students be notified?	
3d	Does suspension of admissions involve teach-out agreements with other institutions?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If "Yes," append to the end of this form the copies of signed agreements with other institutions.	
3e	How will faculty be redeployed or helped to find new employment?	
	This does not apply.	

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**4. Approvals/Reviews**

	<b>Reviewing Group Name</b>	<b>Date Approved</b>	<b>Contact Person Name/Phone/Email</b>
4a	(Within College)		
	<i>LACLS Faculty of Record</i>	5/31/18	<i>Scott Hutson / 8592579642 / srhuts2@email.uky.edu</i>
	<i>A&amp;S EPC</i>	6/22/18	<i>Rynetta Davis / / rynetta.davis@uky.edu</i>
	<i>A&amp;S Assoc Dean</i>	7/2/18	<i>Anna Bosch / / bosch@uky.edu</i>
			/ /
3b	(Collaborating and/or Affected Units)		
			/ /
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3c	(Senate Academic Council)	<b>Date Approved</b>	<b>Contact Person Name</b>
	Health Care Colleges Council		
	Graduate Council		
	Undergraduate Council	5/4/08	<i>Per the previous paperwork to suspend the BA/BS in Latin American Studies that was processed in 2008.</i>

# INSTITUTIONAL TEACH-OUT PLAN



The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) requires accredited institutions to submit a teach-out plan prior to closing a program, approved off-campus site, branch campus, or institution where the institution plans to teach out its own students.

In adherence to this policy, this form should be completed for all program suspensions and site closures and submitted to the Office of Strategic Planning and Institutional Effectiveness (OSPIE) in order to submit a notification to SACSCOC.

Please indicate the intended action     Program suspension/closure     Closure of off-campus site

Contact Person:	Camille Harmon	E-mail Address:	camille.harmon@uky.edu	
Telephone Number:	859-257-3966	Fax Number:	859-323-1073	
Location of off-campus site or program:	<input checked="" type="checkbox"/> Main Campus <input type="checkbox"/> off-campus (indicate address below)			
Address:	University of Kentucky			
City:	Lexington	State:	KY	Zip Code: 40506

Indicate the program(s) impacted by the closure or suspension (Major and degree type)

BA/BS Latin American Studies

Date of Closure: fall 2018

fall 2018

(date when new students will no longer be admitted)

Explain how affected parties (students, faculty, staff) will be informed of the impending closure

The College of Arts and Sciences was under the assumption that the BA/BS in Latin American Studies was closed effective fall 2008. There are no students enrolled in the program. As an interdisciplinary program faculty did not have faculty appointments in Latin American Studies. There are no staff associated with the Latin American Studies BA/BS.

Explain how all affected students will be helped to complete their programs of study with minimal disruption

Effective fall 2008 students were either grandfathered into the BA/BS Latin American Studies curriculum, or they declared a major in International Studies. There have been no graduates with a Latin American Studies degree since May 2009.

Indicate whether the teach-out plan will incur additional charges/expenses to the students and, if so, how the students will be notified

Not applicable

How will faculty and staff be redeployed or helped to find new employment?

Not applicable. As an interdisciplinary program faculty did not have faculty appointments in Latin American Studies. There are no staff associated with the Latin American Studies BA/BS.

**From:** [Pearson, RaeAnne](#)  
**To:** [Harmon, Camille](#)  
**Subject:** Re: LAS  
**Date:** Wednesday, May 16, 2018 2:14:22 PM  
**Attachments:** [Teach-out Plan\\_final.pdf](#)

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Dear Camille,

Thank you for contacting the Office of Strategic Planning and Institutional Effectiveness regarding the closure of Latin American Studies, Bachelor's (05.0107).

Closing an academic program is considered a substantive change as defined by SACSCOC's substantive change policy. Please complete and return to our office the attached teach-out plan, and please notify our office when the the closure have been approved by the University Senate.

Sincerely,  
RaeAnne Pearson  
Office of Strategic Planning and Institutional Effectiveness

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**From:** Harmon, Camille  
**Sent:** Wednesday, May 16, 2018 1:19:17 PM  
**To:** Pearson, RaeAnne  
**Subject:** LAS

Hi RaeAnne,

I am going to start working on the paperwork to close the BA/BS. Do you want me to complete a substantive change and send it to you?

**Camille Harmon**

Dean's Office Administrative Assistant  
College of Arts and Sciences  
University of Kentucky  
202 Patterson Office Tower  
859-257-3966

**From:** [Hutson, Scott](#)  
**To:** [Harmon, Camille](#)  
**Subject:** Re: BA/BS Latin American Studies  
**Date:** Sunday, June 3, 2018 3:22:25 PM

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Hi Camille.

The LAS faculty conducted an e-vote on this matter. The polling was open from May 24 to May 31, and the motion to end the BA/BS carried unanimously, with 21 votes recorded.

Let me know if you need a letter more formal than this.

Best

Scott

Dr. Scott R. Hutson  
Professor, Department of Anthropology  
Director, Latin American, Caribbean, and Latino Studies  
University of Kentucky  
Lexington, KY 40506-0024  
(859) 257-9642

Download Ancient Maya Commerce (edited by S. Hutson) for free!

<http://upcolorado.com/university-press-of-colorado/item/3076-ancient-maya-commerce>

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**From:** Hutson, Scott  
**Sent:** Saturday, May 19, 2018 6:57:36 PM  
**To:** Harmon, Camille  
**Subject:** Re: BA/BS Latin American Studies

Hi Camille. I am in Mexico right now with only intermittent email access, but will be able to get to this soon.

Cheers

Scott

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**From:** Harmon, Camille  
**Sent:** Thursday, May 17, 2018 8:18:49 AM  
**To:** Hutson, Scott  
**Subject:** BA/BS Latin American Studies

Good Morning Scott,

Back in 2008 we put through paperwork to suspend the BA/BS in Latin American Studies. 2007-2008 was the last AY that the BA/BS in Latin American Studies appeared in the bulletin. May 2009 was the last degree awarded in Latin American Studies. We found out earlier this week by the Council on

Postsecondary Education (CPE) that the program was never actually closed. Apparently, back in 2010 the college had asked the Senate Council to hold on suspending the BA/BS in Latin American Studies in order to review the curriculum in International Studies. We never resumed the process of closing the program. Since we have not awarded a degree in Latin American Studies in 9 years the CPE is requiring us to finish the paperwork to close the program.

I have started this process for you, but I need an updated letter form you as the Director of LACLS that includes the date your faculty of record voted and the vote. This can be done electronically by e-vote. Once I have your letter I will do an e-vote for the EPC. The Senate Council is going to let us start where we left off 10 year ago and send this proposal directly back to the Senate Council.

I am in office this week and most of next week if you would like to discuss this. I have attached the updated Senate form that I have completed for you.

## Camille Harmon

Dean's Office Administrative Assistant  
College of Arts and Sciences  
University of Kentucky  
202 Patterson Office Tower  
859-257-3966

July 2, 2018

Dear Senate Council,

On behalf of the faculty of the College of Arts and Sciences, the Education Policy Committee discussed and approved the Latin American Studies proposal 9:0:0 on Friday, June 22, 2018. The proposal is to suspend admissions into, and ultimately close, the BA/BS in Latin American Studies

Sincerely,



Rynetta Davis  
Chair, Education Policy Committee

July 2, 2018

Dear Senate Council,

Based on the recommendation of the Council on Postsecondary Education the Latin American Caribbean and Latino Studies Program requests Senate Council and University Senate approval to suspend admission, and ultimately close, the BA/BS in Latin American Studies.

In 2008 the College of Arts and Sciences submitted paperwork to suspend the BA/BS in Latin American Studies. 2007-2008 was the last academic year that the BA/BS in Latin American Studies appeared in the university bulletin. May 2009 was the last degree awarded in Latin American Studies.

In 2010 the college asked that the Senate Council hold the proposal to suspend the BA/BS in Latin American Studies while they reviewed the curriculum. Unfortunately, the process to suspend the BA/BS in Latin American Studies was never resumed.

We have not awarded a degree in Latin American Studies in 9 years, therefore we would like to officially close the BA/BS in Latin American Studies.

Sincerely,



Anna Bosch  
Associate Dean for Undergraduate Programs

see blue.