**Request to Disestablish Academic Organizational Unit**

Please complete all fields. Boxes may be expanded to accommodate longer responses. Clarifying field descriptions can be found below.

University:

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| **Name of Organizational Unit:** |
| **Academic Department:**  The name of the academic department or college in which the organizational unit is located |
| **Geographic Site:**  The physical site (campus, extended campus, etc.) where the organizational unit is located |
| **Last Term of operation:**  The term and year when the organizational unit will cease to exist |
| **Brief Description:**  A short outline of the activities that the organizational unit performed |
| **Reason for Disestablishing the Organizational Unit:**  Please briefly explain why the program is being disestablished. If the program is being merged with, or rolled into another existing program please make this clear. |
| **How will the organizational unit’s resources be reallocated? (i.e. faculty and administrative positions; infrastructure, enrolled students etc.):**  Please provide information about how personnel, infrastructure, enrolled students will be redistributed across the university. |

Executive Director Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_