



## Program/Location/Modality Inactivation and Closure Form

The Ohio Department of Education (ODHE) and Ohio University's accreditor, the Higher Learning Commission, must approve all program inactivations and eventual program closures and teach-out plans, including inactivations/closures at a location or in a particular modality, even if the program will continued to be offered at another campus or online. This form must be completed as part of the UCC process for program inactivations, closures, and teach-outs. Following UCC approval, the request for inactivation and closure will be submitted to the Board of Trustees, then ODHE for approval, and finally to HLC.

1. Full name of the program: Geography – Environmental Prelaw
2. CIP code of the program: 30.4401
3. Degree title and Name of program: BS Geography – Environmental Law  
(BA/BS/BFA, etc. in the major name)
4. Please indicate if this is an inactivation/closure of:
  - a. A specific location/s where the program is offered: yes / no  
If yes, indicate the location/s being closed:
  - b. A specific modality: yes / no  
If yes, indicate the modality/s being closed:
  - c. The whole program (all modalities and locations): yes / no
5. Provide the specific program codes that will be inactivated and then eventually closed based on this request (e.g., BA 4238, MS 8922): BS 4240
6. Provide a rationale for the inactivation of the program, locations or modality.  
  
*This is as a result of low degree conferral. It is required under the Advance Ohio Higher Education Act.*
7. Provide the expected date when the program/location/modality will stop taking NEW students (this will be the date of BOT meeting where the request was approved): April 17<sup>th</sup> 2026
8. Please indicate the number of students in the program/location/modality being inactivated (please request the list of students for parts a and b from the Registrar's Office by emailing [registrar.reporting@ohio.edu](mailto:registrar.reporting@ohio.edu) with a subject line of "Students for Program Inactivation." Make sure to include all the codes for which you need the students. Using this data, report
  - a. Number of currently enrolled students in the program (students are enrolled in the current term) : 13
  - b. Number of recently enrolled students (students not enrolled in the current term but were enrolled in the previous two terms, summer included): 0



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9. As part of the program inactivation and closure process, you will need to develop a teach-out plan for each student in the program. These plans must indicate the remaining degree requirements for students to complete the program and the semester in which the student will complete each remaining degree requirements. Students need to sign or email their agreement with the plan.

See Appendix A for information on creating and documenting individualized teach out plans and for documenting student acceptance of these plans. This appendix should accompany your completed form. Note that while the unit should attempt to contact and develop a teach out plan for all students in the program who are enrolled in the current term or the previous two terms (summer included), a teach out plan that the student has agreed to *is only required for students in the program enrolled in the current term.*

*This information is included in Appendix A*

10. YES or NO or Unsure: Have all students agreed to the teach-out plan of their free will and understand that they have the right to continue the program as promised? YES
11. If NO, please indicate the date at which a provisional student plan (for any student that does not agree with the option provided and wants to complete this program elsewhere) will be sent to HLC:       N/A
12. Based on the completed teach out plans, what is the last term that the last student will be awarded the degree/certificate/credential:       Spring 2028
13. Indicate the final academic term that the program will be operational. The program will be closed after the last day of this term, and no students will be able to earn this credential after the completion of that term. The end of this term should be within 5 years of the date for inactivation listed in question 7. You can extend this a semester or two past the awarding of the last student credential if still within the 5 year limit.       Spring 2029
14. Describe how the inactivation of the program will affect students currently in the program and explain plans and describe the process used for notifying students and assisting them in the completion of their degrees moving forward.

*The program inactivation will not impact students who graduate by Spring 2029. All the students in the program have agreed to a graduation plan that indicates they will graduate by Spring 2028. Below is the process that was followed to notify students of the program inactivation and assist them in the completion of their degrees.*

- a. *A list of students enrolled in the program was obtained from the registrar's office but the Assistant Dean of the College of Arts and Sciences.*
- b. *The Assistant Dean of the College of Arts and Sciences sent a letter to each student notifying them of the program closure.*
- c. *Success Advisors in the College of Arts and Sciences met individually with each student enrolled in the program the current or previous two semesters to discuss and document*



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*graduation plans that worked for each student. The graduation plans are available through the faculty and advising center.*

- d. *Each student reviewed the graduation plan and accepted it. This is also recorded in the faculty and advising center.*

15. Will there be a loss of faculty or staff positions because of the inactivation of the program? If so, indicate when the faculty or staff members were or will be informed.

*There will be no loss of faculty.*

16. Describe the plan for communicating the inactivation of the program, including changes to the institution's catalog, website and communications with advisors, admissions officers and financial aid officers. Contact Mike Ferraro, [ferrarom@ohio.edu](mailto:ferrarom@ohio.edu), in the Office of the University Registrar, for detailed information and coordination on processes including:

- a. Catalog updates
- b. Web page updates
- c. Communicatons with currently and recently enrolled students\*
- d. Communicatons with admitted but not yet enrolled students

Student communication plans should include all students in the program enrolled in the current and to previous two academic terms and should clearly inform students of the last term the degree can be conferred or credential awarded and how to connect with an academic advisor that can assist them with finishing their program. A template for this communication is available.

*The Interim Associate Dean in the College of Arts and Sciences will communicate with the following staff and university leaders about the program inactivation:*

- *Mike Ferraro (Office of the Registrar) for catalogue and web page updates*
- *Adam Brown (Director of Student Services, College of Arts and Sciences) for communication with currently and recently enrolled students.*
- *Dr. Mateo Remsburg (Enrollment management) for communication with admitted and not yet enrolled students*

17. I certify that the required teach out plan including evidence of student acceptance is complete. I acknowledge that the teach out plans and student acceptance materials have been shared and will be maintained with the academic college.

Name of department chair/School director: E. Edna Wangui

*E. Edna Wangui*

Signature

March 15 2026


Date



OHIO  
UNIVERSITY

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Name of College Dean or Designee:                     Matt Ando                    

  
Dean or Designee Signature

                    3/18/20                      
Date

Please submit this form to the Chair of the UCC Program Committee (Connie Patterson, [patterc1@ohio.edu](mailto:patterc1@ohio.edu)). After UCC processes are finalized, the form and Appendix A should be submitted to the Provost Office Director of Operations (Bose Maposa at [maposa@ohio.edu](mailto:maposa@ohio.edu)) to facilitate all remaining approvals.

To be completed by the Provost Office after approvals received.

18. Date of Board of Trustee Approval:

19. Date of ODHE approval:



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Appendix A. Provide the information for each student enrolled in the program in the chart below.

Student Name	Student Campus	Last Enrolled Term	Has the student agreed to the individualized teach out plan?	Anticipated Date of Graduation

Append individualized teach out plans and evidence of student agreement to this document or include below. Individualized student completion plans are required and evidence of student agreement are required by ODHE and HLC.