



UNIVERSITY OF  
SOUTH FLORIDA  
SARASOTA-MANATEE

March 24, 2017

Belle S. Wheelan, Ph.D.  
President  
Southern Association of Colleges and Schools  
Commission on Colleges  
1866 Southern Lane  
Decatur, GA 30033-4097

**RE: Notification of Substantive Change** – Termination of Degree Programs

Dear Dr. Wheelan:

On March 9, 2017, the University of South Florida (USF) Board of Trustees voted to approve the termination of the following degree programs at USF Sarasota-Manatee, effective July 1, 2017:

B.A., B.S. in Early Childhood Education – CIP Code 13.1210

M.A. in Reading Education – CIP Code 13.1315

The last enrolled students graduated from the Early Childhood program in Fall Semester 2008 and from the Reading Education program in Summer Session 2014. No faculty have teaching assignments in these programs. Therefore, a teach-out plan for students or reassignments for faculty are not necessary. Please contact us if you would like further information at the following:

Terry A. Osborn, Ph.D.  
Interim Regional Chancellor  
(941) 359-4340  
terryosborn@sar.usf.edu

Bonnie Jones, Ph.D.  
SACSCOC Accreditation Liaison  
(941) 359-4715  
bjj@usf.edu

Thank you very much for reviewing these substantive changes.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry A. Osborn", is written over a white background.

Terry A. Osborn, Ph.D.  
Interim Regional Chancellor

Enclosures

cc: Dr. Michael T. Hoefler  
Dr. Bonnie Jones



**Substantive Change Letter of Notification**

Name of institution: University of South Florida Sarasota-Manatee

Name of the change proposed: Termination of Early Childhood and Reading Education Degree Programs

Credential(s) involved: B.A., B.S. in Early Childhood Education; M.A. in Reading Education

Starting date: July 1, 2017

Board of Governors, State University System of Florida  
**ACADEMIC DEGREE PROGRAM TERMINATION FORM**  
In Accordance with BOG Regulation 8.012

UNIVERSITY: University of South Florida Sarasota-Manatee

PROGRAM NAME: B.A., B.S. in Early Childhood Education

DEGREE LEVEL(S): B. CIP CODE: 13.1210  
(B., M., Ph.D., Ed.D., etc.) (Classification of Instructional Programs)

ANTICIPATED TERMINATION TERM:

Degree has been inactive since before USFSM was separately in 2011.

(First term when no new students will be accepted into the program)

ANTICIPATED PHASE-OUT TERM:

Degree has been inactive since before USFSM was separately in 2011.

(First term when no student data will be reported for this program)

*Please use this form for academic program termination. The form should be approved by the University Board of Trustees (UBOT) prior to submission to the Board of Governors, State University System of Florida for consideration. Please fill out this form completely for each program to be terminated in order for your request to be processed as quickly as possible. Attach additional pages as necessary to provide a complete response. In the case of baccalaureate or master's degree programs, the UBOT may approve termination in accordance with BOG Regulation 8.012, with notification sent to the Board of Governors, Office of Academic and Student Affairs. For doctoral level programs please submit this form with all the appropriate signatures for Board of Governors' consideration. The issues outlined below should be examined by the UBOT when approving program terminations.*

**1. Provide a narrative rationale for the request to terminate the program.**

Insufficient demand

Indicate on which campus(es) the program is being offered and the extent to which the proposed termination has had or will have an impact on enrollment, enrollment planning, and/or the reallocation of resources.

USFSM, program has been inactive for three years. Termination will have no impact.

2. Explain how the university intends to accommodate any students or faculty who are currently active in the program scheduled to be terminated. State what steps have been taken to inform students and faculty of the intent to terminate the program. Please provide the date when the teach-out plan was submitted to SACSCOC, if applicable.

Program has been inactive for three years; no accommodations are needed.

3. Provide data (and cite sources) on the gender and racial distribution of students in and faculty affiliated with the program. For faculty, also list the rank and tenure status of all affected individuals.

See above

4. Identify any potential negative impact of the proposed action on the current representation of females, minorities, faculty, and students in the program.

None

5. If this is a baccalaureate program, please explain how and when the Florida College System (FCS) institutions have been notified of its termination so that students can be notified accordingly.

N/A

Judith Rose

Signature of Requestor/Initiator

1/10/17

Date

Carol D. Jones

Signature of Campus EO Officer

1/13/17

Date

Judith Rose

Signature of College Dean

1/12/17

Date

Judy Cervantes

Signature of President or Vice President for Academic Affairs

1/18/17

Date

March 9, 2017

Date Approved by the Board of Trustees

\_\_\_\_\_

Date

B. J.

Signature of the Chair of the Board of Trustees

3/9/17

Date

Board of Governors, State University System of Florida  
**ACADEMIC DEGREE PROGRAM TERMINATION FORM**  
In Accordance with BOG Regulation 8.012

UNIVERSITY: University of South Florida Sarasota-Manatee

PROGRAM NAME: M.A. in Reading Education

DEGREE LEVEL(S): M. CIP CODE: 13.1315  
(B., M., Ph.D., Ed.D., etc.) (Classification of Instructional Programs)

ANTICIPATED TERMINATION TERM: Fall 2013  
(First term when no new students will be accepted into the program)

ANTICIPATED PHASE-OUT TERM: Summer 2014  
(First term when no student data will be reported for this program)

*Please use this form for academic program termination. The form should be approved by the University Board of Trustees (UBOT) prior to submission to the Board of Governors, State University System of Florida for consideration. Please fill out this form completely for each program to be terminated in order for your request to be processed as quickly as possible. Attach additional pages as necessary to provide a complete response. In the case of baccalaureate or master's degree programs, the UBOT may approve termination in accordance with BOG Regulation 8.012, with notification sent to the Board of Governors, Office of Academic and Student Affairs. For doctoral level programs please submit this form with all the appropriate signatures for Board of Governors' consideration. The issues outlined below should be examined by the UBOT when approving program terminations.*

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N/A

*Andrew Director*  
*Judith Rose, School of Ed.*  
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Signature of Requestor/Initiator

*1/12/17*  
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Date

*Carl D. ...*  
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Signature of Campus EO Officer

*1/13/17*  
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Date

*Judith Rose*  
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Signature of College Dean

*1/12/17*  
-----  
Date

*Judy Gerskoff*  
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Signature of President or Vice President for  
Academic Affairs

*1/18/17*  
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Date

*March 9, 2017*  
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Date Approved by the  
Board of Trustees

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Date

*[Signature]*  
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Signature of the Chair of the  
Board of Trustees

*3/9/17*  
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Date