December 3, 2007

MEMORANDUM

To: John Heilman, Provost

From: Frances Kochan, Dean, College of Education

RE: Request for Inactive Status, Undergraduate Adult Education Program

The undergraduate Adult Education program is currently operating under the following conditions for a phased discontinuation:
1. Students who are declared Adult Education majors are eligible to complete their degrees;
2. Classes for these students to complete their degrees must be made available;
3. No freshmen or internal transfer students will be eligible to declare an Adult Education major;
4. The phased discontinuation is effective May 17, 2007;
5. The discontinuation applies to undergraduate students;
6. After all pending undergraduate students complete their degrees, a determination will be made whether this degree offering should be permanently eliminated.

On the recommendation of Linda Glaze, Associate Provost of Undergraduate Studies, I am now requesting that (1) the program be put on inactive status with the Alabama Commission on Higher Education and (2) the curriculum model be omitted from the 2008-2009 AU Bulletin.

According to Dr. Glaze, ACHE guidelines allow an institution to reinstate a program to active status within five years after the program has been placed on inactive status without submitting a program proposal for approval. (Such a reinstatement, however, does require informing ACHE by information item.) I anticipate that all currently enrolled students will finish their programs by Spring 2009 and a final decision regarding the status of this program made at that time.

cc: Dr. Sharon Gaber
    Dr. Linda Glaze
    Dr. Dotty Cavender
    Dr. Susan Villaume
    Dr. Jose Llanes
    Dr. Jim Witte
    Dr. Maria Witte