



Policy Source: Combination of Gwinnett Tech and TCSG	Owner: Vice President of Academic Affairs	Effective: 1/2002
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### **5.1.9 GT TCSG Policy on Program Discontinuation**

Gwinnett Tech follows the Technical College System of Georgia (TCSG) 5.1.9 – Program Approval and Termination and 5.1.9p – Program Approval and 5.1.9p Termination procedure, which can be found in the Academic Affairs section of the State Board Policies and TCSG Procedures Manual (<https://www.tcsg.edu/about-tcsg/state-board/policy-manual/>).

Programs will be assessed on a continual basis to assure that the mission of the institution is being met. In addition to the TCSG policy Gwinnett Technical College stipulates the following: when budgetary constraints or other factors indicate the need to reconsider the allocation of financial resources in meeting the training and employment needs of the community, one or more of the following considerations may indicate the need to discontinue a program:

#### **Program enrollments, graduates, and placements**

When a program does not meet expectations for enrollments, graduates, and placements, the program may need to be discontinued. Trend analysis will be used as an additional data source in making recommendations for program discontinuation.

#### **Program Costs**

If meeting the instructional needs of a program is cost prohibitive, the program may need to be discontinued. The instructional needs of the program include maintaining up-to-date equipment, furnishing an adequate amount of instructional supplies, and attracting quality instructional staff within salary schedules maintained by the institution.

#### **New Program Requirements**

When emerging employment trends or workforce demands indicate substantial need for training in areas not presently served, other programs no longer serving the employment needs of the community may be discontinued.

#### **Success of Program Graduates**

If program graduates are no more successful in an occupational field than others who have entered that field without the benefit of training, the program may need to be discontinued. The criteria for evaluating the success of program graduates include salaries (both starting and long term), promotions, and entrepreneurial success.