



UNIVERSITY  
AT ALBANY

State University of New York

Senior Vice President for Academic Affairs & Provost

November 24, 2015

Alexander N Cartwright, Ph.D.  
Provost and Executive Vice Chancellor  
State University of New York  
State University Plaza  
Albany, NY 12246

Dear Dr. Cartwright,

Attached please find a Proposal to Deactivate and Discontinue the Puerto Rican Studies Program. This proposal has been fully considered and approved through our campus governance system.

Should there be a need for additional information or clarification to facilitate processing, please contact Celine Forsyth, Assistant to the Vice Provost for Undergraduate Education at [cforsyth@albany.edu](mailto:cforsyth@albany.edu). Thank you for your assistance.

Sincerely,

James R. Stellar  
Senior Vice President for Academic Affairs and Provost

Enclosure

c. Dr. Jeanette Altarriba, Vice Provost and Dean for Undergraduate Education  
Dr. Pedro Caban, Chair of Latin American, Caribbean, and US Latino Studies  
Dr. Edelgard Wulfert, Dean of the College of Arts and Sciences  
Ms. Celine Forsyth, Asst to the Vice Provost for Undergraduate Education

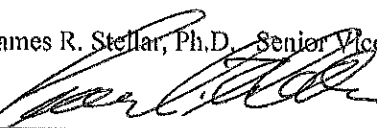



# Proposal to Deactivate and/or Discontinue a Program

**Form 5**

Version 2014-11-17

To propose to deactivate and/or discontinue a registered academic program, a campus Chief Executive or Chief Academic Officer must submit a signed cover letter and this completed form to the SUNY Provost at [program.review@suny.edu](mailto:program.review@suny.edu). This form may be modified as needed for multiple programs.

Section I. General Information	
a) Institutional Information	Institution's 6-digit SED Code: <b>210500</b>
	Institution's Name: University at Albany, State University of New York
	Address: 1400 Washington Ave. Albany, NY 12222
b) Campus Contact	Name and title: Celine Forsyth, Asst. to the Vice Provost for Undergraduate Education Telephone and email: 518-442-3950      cforsyth@albany.edu
c) Chief Executive or Chief Administrative Officer Approval	Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation.
	Name and title: James R. Stellar, Ph.D. Senior Vice President for Academic Affairs and Provost Signature and date: 
	For programs that are registered jointly with another institution, all participating institutions must confirm their support of the deactivation and/or discontinuance.
	Partner institution's name and 6-digit SED Code: Albany Law 402000 Name, title, and signature of partner institution's CEO (or append a signed letter indicating approval of this proposal): Name and title: Alicia Ouellette, J.D. President and Dean Signature and date: 

### General Notes

- Each deactivation and discontinuance must be approved by the SUNY Provost.
- If a proposed discontinued program is the sole program in a HEGIS disciplinary area at a campus, discontinuance requires approval of the SUNY Board of Trustees, but the campus retains its master plan authority in that HEGIS disciplinary area, and the re-introduction of programs in that HEGIS disciplinary area would not require a Master Plan Amendment.

### Definitions

**Deactivation:** A campus decides not to admit any new students to a program but wishes to maintain the program's registration. This may be done to reassess the need for the program or restructure the program or allow currently enrolled students to graduate. This action is internal to SUNY and limited in duration to no more than three years, by which time the program must be reactivated or discontinued.

**Deactivation Effective Date:** The first regular admission date for which new students will no longer be permitted to enroll in the program.

**Discontinuance:** A campus decides to stop offering a program and awarding a credential for its completion. After SUNY's review and approval, the program is removed from the State Education Department's *Inventory of Registered Programs* after all continuing students have completed it.

**Discontinuance Effective Date:** The last graduation date for which a credential for completion of the program is awarded. (SOURCE: Memorandum to Presidents, Vol. 83, No. 11, dated August 26, 1983)

Please complete Parts I, II and III.

**Part I. REQUEST**

Specify the request for approval by checking (X) the appropriate box(es).

- Deactivate a program:** The institution will not accept new students into the program as of the deactivation effective date entered in the table in Part II. The institution will contact the SUNY Provost at [program.review@suny.edu](mailto:program.review@suny.edu) within three years of the deactivation effective date to officially discontinue or reactivate the program.
- Deactivate and Discontinue a program:** The institution will not accept new students into the program as of the deactivation effective date entered in the table in Part II, and all continuing students will have completed the program by the later discontinuance effective date entered in the table in Part II. *NOTE: If a campus finds that all continuing students will not have completed the program by the discontinuance effective date in the table in Part II, the campus will contact the SUNY Provost at [program.review@suny.edu](mailto:program.review@suny.edu) to revise the discontinuance effective date.*
- Discontinue a program:** The institution is prepared to discontinue the program on the discontinuance effective date entered in the table in Part II, at which time there will be no students enrolled in the program.

**Part II. PROGRAM LIST**

Complete the table below, expanding it as needed for more programs.

PROGRAM TITLE	AWARD (E.G., B.A.)	SED PROGRAM CODE	HEGIS CODE	DEACTIVATION EFFECTIVE DATE	DISCONTINUANCE EFFECTIVE DATE
1. Puerto Rican Studies	BA	02943	0399	Beginning of fall 2015 semester	Beginning of fall 2015 semester
2. Puerto Rican Studies/Information Science	BA/MA	28850	0399	Beginning of fall 2015 semester	Beginning of fall 2015 semester
3. Puerto Rican Studies/Library Science	BA/MA	83045	0399	Beginning of fall 2015 semester	Beginning of fall 2015 semester
4. Puerto Rican Studies/Business Administration	BA/MBA	91222	0399	Beginning of fall 2015 semester	Beginning of fall 2015 semester
5. Puerto Rican Studies/Law	BA/JD	89185	0399	Beginning of fall 2015 semester	Beginning of fall 2015 semester

**Part III. REASON(S) FOR REQUEST(S)**

Provide reason(s) for requesting each deactivation and/or discontinuance. Address local, regional and System impact and, if applicable, describe any extenuating circumstances that may require additional accommodations for enrolled students (e.g., providing a teach-out agreement with another institution).

The Department of Latin American, Caribbean and U.S. Latino Studies (LACS) is seeking the deactivation of the major in Puerto Rican Studies. This major was established in the late 1970s and remained a feature of the curriculum when the program offerings in Latin American and Caribbean Studies were reconstituted as the LACS Department in the 1980s. Since that time, the scholarly terrain of the field (Latin American, Caribbean and U.S. Latino Studies) in the U.S. academy has significantly broadened, and the program in the LACS Department has reflected this more comprehensive intersection of area, ethnic, and hemispheric studies that examines Latin America, the Caribbean, and U.S. Latinos. In other words, the scholarly enterprise that began decades ago as Puerto Rican Studies has had to develop in order to reflect and account for the

increasing diversity of the Latino presence and therefore the Latino experience in the United States. This significant demographic and geo-cultural shift has produced a broader, more comprehensive scholarly context in which to study the Puerto Rican experience. In light of such changes, a major in Puerto Rican Studies is no longer as academically accurate and sound a representation of the field of study as it used to be. The much more appropriate framing for such scholarship, even when the primary focus is the Puerto Rican experience, is the major in Latin American, Caribbean and U.S. Latinos Studies. For this reason, the LACS Department proposes the deactivation and discontinuance of the major in Puerto Rican Studies.

Respectfully,

Glyne A. Griffith, Ph.D.

Associate Professor of English and LACS,  
LACS Director of Undergraduate Studies.

Departmental and School/College Enrollment, including UG second majors (therefore not a unique headcount). Excludes graduate students' secondary programs. Excludes minors. Intended majors are counted as "campus wide".  
 analysis\_enrollment\_30  
 includes Albany Home Institution Students only  
 e run: 11/13/2014

school/College name	Dept Name	Acad Program Descr	Degree Level Descr	Acad Plan Descr	Fall 2007 Department Count	Spring 2008 Department Count	Fall 2008 Department Count	Spring 2009 Department Count	Fall 2009 Department Count	Spring 2010 Department Count	Fall 2010 Department Count	Spring 2011 Department Count	Fall 2011 Department Count	Spring 2012 Department Count	Fall 2012 Department Count	Spring 2013 Department Count	Fall 2013 Department Count	Spring 2014 Department Count	Fall 2014 Department Count	
Total overview of selection criteria																				
College of Arts Sciences	Latin American Caribbean & US Latino St		Bachelors	LAS-BA	30	28	26	27	27	27	35	27	29	28	37	33	33	29	34	24
				Latin American Studies	26	23	23	22	23	29	17	18	23	22	19	17	20	15		
				LAS-XMAJ	4	5	3	4	4	6	12	10	14	11	14	12	14	9		
				Latin American Studies				1												
subtotal					30	28	26	27	27	35	33	29	28	37	33	33	29	34	24	

Term Descr is equal to Fall 2007, Fall 2008, Fall 2009, Fall 2010, Fall 2011, Fall 2012, Fall 2013, Fall 2014, Spring 2009,  
 Spring 2010, Spring 2011, Spring 2012, Spring 2013, Spring 2014

and Primary Plan Indicator is equal to 1, 0

and Degree Level Descr is equal to Bachelors

and Dept Name is equal to Latin American Caribbean & US Latino St

and Higher Education History Code is not equal to / is not in 8

and Current Flag is equal to / is in 1

and system\_filter\_enrolled

and Acad Plan Type is not equal to / is not in Minor

and Admissions Category is not equal to / is not in 10

December 4, 2014

To: Whom It May Concern  
From: Glyne A. Griffith,  
Director of Undergraduate Studies, LACS Department  
Re: Proposal to deactivate and discontinue the LACS major in Puerto Rican Studies.

Using the Business Intelligence System a query was run on 12/3/14 to verify that there are no current majors in Puerto Rican Studies. We found that in Fall 2012 there were two intended majors. One of the students voluntarily withdrew from the University on 8/16/14 and the other changed his major to LACS on 1/23/13. Therefore we know that there are currently no students in the pipeline to major in Puerto Rican Studies and the LACS Department has had no such majors for close to a decade now. In addition, I include 2007 to 2014 data on declared majors in LACS indicating that during this seven-year period there were absolutely no declared majors in Puerto Rican Studies. As such, deactivation of this major will have no impact on any registered students.

Respectfully Submitted,



Glyne A. Griffith, Ph.D.