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## Instructions for Suspending Admission to a Degree, Major, Concentration, or Minor

**Temporary Suspension** – A request to suspend admission to a program for a semester, year, or more. Please fill out this form.

**Permanent Suspension (Non-Admission Designated Program)** – A request concerning a program that does not directly admit students. For example, the program may exist to award a degree to students who are not able to complete the requirements for their original program, but who have met the requirements for the Non-Admission Designated Program. Please fill out this form.

**Suspension of Admission to Eliminate or Replace a Program** – A request from a unit seeking to phase down and eliminate a program. For this request, this is not the appropriate form. Please contact Kathy Martensen for further guidance.

### Required Information for a Request of Suspension of Admission

1. **This proposal is for a (check one):** \_\_\_ Temporary Suspension \_\_X\_ Permanent Suspension (Non-Admit only)
2. **This proposal is for a Suspension of a (check one):** X Degree \_\_\_ Major \_\_\_ Concentration \_\_\_ Minor
3. **Proposal Title:** "Suspension of Admission to MS Business Administration"
4. **Effective Catalog Term:** Fall 2021
5. **Sponsor Name (Department Head or Center Director):** Jeffrey Loewenstein
6. **Sponsor Email:** jloew@illinois.edu
7. **College Contact:** Lorena Nicholas
8. **College Contact Email:** lorenan@illinois.edu

### Justification of the Suspension

9. **Give a brief description of why the suspension is requested:**

Due to COVID, we are accelerating the planned integration of nearly all students historically enrolled in the MS Business Administration program into the revised MS Management program, effective Fall 2021. We are doing so by suspending new applications into the MS Business Administration program and directing new applications to the MS Management program. This plan has been reviewed and approved by the relevant committees (Gies College of Business by its Graduate Program Advisory Committee, College Educational Policy Committee, and College Executive Committee), as well as been discussed with representative faculty, staff, and students.

The MS Business Administration program has long served as a terminal master's degree for students who initially enrolled in pursuit of a Ph.D. in Business Administration. More recently, it has also served to provide roughly 50 students a year with an international business-focused management degree. With the recent revision of the MS Management program, the curriculum of the MS Business Administration now is nearly entirely a subset of the MS Management offerings. The MS Management degree is now the industry standard degree name and so a credential that is far more widely recognized by employers than the unusual MS Business Administration degree name. Further, the MS Management program offers a more diverse cohort of students and is set to offer a greater array of co-curricular experiences. For these reasons, we believe suspending applications into the MS Business Administration for the purposes of enrolling in an international business management program is in the best interest of students, as we can better serve them through the MS Management program.

We believe this step is merely accelerating a trend the market is very likely to decide for us anyway: when invited to choose between the new MS Management and the MS Business Administration, nearly all prospective students prefer MS Management. Rather than confuse prospective students with very similar options, as well as to intentionally generate efficiencies from running fewer programs, we believe the right step is to close applications for MS Business Administration to students seeking training in international business management and direct them to the MS Management program. Historically, we have educated about 50 such



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students with MSBA, and going forward these (and other students) will earn an Illinois degree through MS Management instead. Thus, this action is not intended to result in lower overall enrollments, just a change in the program through which students enroll.

To be clear, we are not closing the MS Business Administration program. We continue to have a need for a terminal master's degree for students initially enrolled in the doctoral program in Business Administration. We are instead suspending external applications for the international business-focused management track and redirecting them to a program we believe is set to better meet their needs.

- 10. If a temporary suspension, what is the anticipated duration of the suspension of admission?**  
*[not temporary]*

### Suspension Information

- 11. Desired effective term and year for the suspension:**  
*Fall 2021*

- 12. If a temporary suspension, are there plans to direct prospective students to a different program during the suspension period? Yes/No**  
*[not temporary, but yes we are redirecting students to another program]*

- 13. Indicate any advising or other impact on continuing students in the suspended program:**  
The students currently enrolled will nearly all complete the program as intended before the change takes place. Given minimal overlap, there is less concern over advising. Still, all students admitted into the to be suspended program will complete the program with the advising support we have in place, and new students will have advising support through the alternative program. More broadly, we have an array of resources offered at the college level, across programs, that will continue to be available to meet the needs of these (and all) students.

- 14. How will you ensure that current students in the program will be able to continue their degree progress?**

As just noted, the vast majority of these students will complete their degrees before the suspension takes effect. A small number of continuing students will have advising support that will ensure they meet their requirements. Course schedules have been reviewed to ensure students are able to do so.

### Instructional Resources

- 15. Will there be any reduction in course offerings, other programs, or other concentrations by your department as a result of this suspension? Yes/No**  
No. There will be no appreciable difference, as we are shifting students from one program to another closely related program that is expanding and will offer the key differentiating courses.



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### Instructional Resources (continued)

16. Other than what was described in question 15, does this suspension affect other units on campus?

Yes/No

No. Students enrolled in the program take all their courses within the Gies College of Business. If they participate in clubs or other voluntary activities, this would be beyond our control, and presumably students in the continuing programs will continue to play such roles.

17. Other than what was described in question 15, does this suspension affect students outside of the unit? Yes/No

No. This program has operated either independently of other programs or as one part of college-level activities. Those college-level activities will continue, and the kinds of students participating will be similar.

18. Have all affected units been informed of this suspension and its expected scope and duration?

Yes/No

Yes, as noted all departments and committees within Gies have been informed. The only affected units are within the college, and so we have no communications to other units. We communicated to representatives of the graduate college, provost's office, and senate educational policy committee starting in July in an effort to be transparent and gain guidance.

19. Catalog Page Text: The text below will appear on the Academic Catalog page for a temporary suspended program unless the sponsoring unit needs alternative text. If that is the case, provide the text below.

[not temporary]

### Campus Workflow Notification

*Jeffrey Loewenstein*

Jeffrey Loewenstein

Department head / Center director (or designee)

Print name of Department head / Center director (or designee)

*Mark E. Reddy*

College

*[Signature]*

Grad College (if graduate program)

Council on Teacher Education (if teacher licensure program)

*Kathryn A. Martensen*  
Provost's designee

Senate Committee on Educational Policy



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### Registrar's Office Only:

Admission to this program is suspended as of \_\_\_\_\_ until \_\_\_\_\_.

*Term/Year* *Term/Year*