

Policy No. 109

Area: Academic Affairs

*Original signature on file
in the Office of General Counsel*

Adopted: November 7, 2025

Certified by _____
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President, Central State University

Revisions Adopted: January 9, 2026

SUBJECT: Faculty Termination Because of Discontinuation of a Degree Program

A. Purpose

This policy ensures compliance with the requirements of section 3345.454 of the Ohio Revised Code, which mandates that each state institution of higher education develop a policy for faculty retrenchment and establishes Central State University's ("University") policy and procedures for faculty retrenchment.

B. Scope

This policy applies to all full-time faculty members directly compensated by the University across all university campuses and academic units, including but not limited to, tenured faculty and non-tenured faculty. The University shall not bargain retrenchment policies except as required by section 3345.456 of the Revised Code.

C. Definitions

Retrenchment: as defined in section 3345.454 of the Revised Code, means process by which a state institution of higher education reduces programs or services, thus resulting in a temporary suspension or permanent separation of one or more institution faculty, to account for a reduction in student population or overall funding, a change to institutional mission or programs, or other fiscal pressure or emergencies facing the institutions.

Financial Exigency: financial impacts that threaten the University's (e.g. college, department, or program's) ability to maintain its operations at an acceptable level of quality.

D. Grounds for Retrenchment

The University will determine if retrenchment is necessary based on one or more of the circumstances listed below in the sole discretion of the University:

1. A reduction in student population/enrollment or student credit hours or graduation rates, or decrease in student to faculty ratio, or major, or any single factor or any combination thereof;
2. A reduction in overall funding;
3. A financial exigency;
4. Modification, elimination, suspension, or reorganization of a college, department, program or major that reduces the need for faculty members (including the discontinuation of a degree program);
5. Situations requiring reallocation of University resources;
6. Any action by the Ohio department of higher education or Ohio general assembly which results in the need for the University to implement retrenchment.

The University remains committed to academic freedom and non-discrimination. Retrenchment shall not be used as a means of endangering academic freedom or engaging in discrimination.

E. Retrenchment Procedures

1. Notice. If the University determines that retrenchment is necessary, the University will provide written notification to any full-time faculty member who is to be retrenched and to the Central State AAUP chapter representative. Written notice must be provided no later than thirty (30) calendar days before the conclusion of the Academic year. The written notice must include the reason for the retrenchment and the effective date of retrenchment. Circumstances leading to the decision to retrench shall be shared by the administration to the campus community prior to the faculty receiving retrenchment notice.
2. Identification of Impacted Faculty Members. If retrenchment will not impact all faculty in a given college, department and/or unit, the University will determine which faculty should be maintained to meet programmatic, curricular and institutional needs. There is no priority based on faculty classification, seniority and/or rank. The University may retain specific faculty members regardless of appointment type, rank, or seniority.

Considerations on which faculty will be maintained may include but are not limited to:

- a. Having specialized credentials necessary to perform the assigned responsibilities and/or teach a course or courses essential to the designated degree program(s).
- b. Having expertise in a scholarly area that is necessary to perform the

assigned responsibilities and/or teach a course or courses essential to designated degree program(s).

- c. Having demonstrated competence that is necessary for the continued accreditation of the degree program.
3. Discontinuation of a Degree Program. When a degree program is discontinued, decisions regarding faculty workload and staffing for remaining course offerings will be based on curricular needs, faculty qualifications, enrollment patterns, and the overall funding and resource needs of the department and college. Final decisions regarding faculty assignments and staffing levels remain at the discretion of the University, based on academic, financial and operational needs of the university.
4. Continuation of Pay. Impacted faculty members will receive their salary and benefits for the academic semester in which the notice of separation is delivered. Pay shall continue on the normal University payroll schedule.

F. Additional Considerations

Nothing in this policy limits the University's obligations under division (C) of section 3345.454 of the Revised Code to eliminate undergraduate degree programs that average fewer than five degrees annually over any three-year period, unless the chancellor grants a waiver.

G. Policy Review

This policy will be reviewed every five years from the date of adoption.

H. Effective Date

This policy is effective as of the date of adoption by the University and shall remain in effect until revised or superseded.