

Gupton-Jones College of Funeral Service has maintained a storied history of preparing students for a career in professional deathcare. The administrators, faculty, and staff are dedicated to continual innovation and improvement in the content and delivery of funeral service education. After careful consideration and analysis of all stakeholders, including students, an improved curriculum has been developed. With the implementation of the improved curriculum, the existing curriculums will be moved to a teach out status.

**Enrollment Deadline**

Students will continue to be enrolled in the existing version of the Associate of Applied Science-Funeral Service until the Summer 2024 quarter. Effective for the Fall 2024 (October) quarter, students will no longer be admitted to the teach out version of the Associate of Applied Science-Funeral Service.

**Communication Plan**

Current and withdrawn students, faculty, and staff will be notified of the program teach out by email, website announcements, and social media outreach. Communication campaigns for all affected parties will begin once approval is granted for the updated program version through both the American Board of Funeral Service Education and State Licensing Boards.

Projected Timelines for communication are:

<b>Outreach Type</b>	<b>Current Students</b>	<b>Faculty</b>	<b>Staff</b>	<b>Withdrawn Students</b>
<b>Email</b>	06/15/2024*	06/12/2024*	06/12/2024*	06/15/2024*
<b>Website Announcement</b>	06/15/2024*			
<b>Social Media (Facebook, Instagram)</b>	06/15/2024*			

\*Projected dates will be adjusted once all State Licensing Boards and ABFSE approvals are complete.

**Students in the Teach Out Version**

Affected students in the teach out version are provided support through various campus resources to help them remain on track to finish their program by the program sunset date. Assigned academic advisors will monitor impacted students' progress. Students who are slated to complete the program near the program version sunset date will be assigned a quarterly plan to monitor students' progress in completing all requirements by the end date of the program.

Projected Sunset Dates:

<b>Program Version Sunset Dates Per Campus</b>
<b>Gupton-Jones College of Funeral Service</b>
<b>Summer 2029</b>

Students that are unsuccessful in completing their program due to multiple failures and/or withdrawals will have conversations with their assigned academic advisors regarding the next steps. Students' schedules will be reviewed for equivalencies between the programs and projected graduation dates for those students who opt to move to the updated program version.

## **Teachout/Updated Curriculum FAQ**

### **What does the updated curriculum entail?**

*Tailored Pace.* The updated curriculum will provide a recommended course completion in a total of eight (8) academic quarters of instruction instead of the current five (5) academic quarters. Students seeking an education in funeral service are at various stages in life, have obligations outside of school, and are best served by differing paces of program delivery. The updated curriculum will allow students the ability to accelerate, or decelerate, the pace of the program to best serve their individual needs.

*Logical Content Alignment.* The updated curriculum has eliminated one (1) quarter-hour courses while increasing the instructional time that will best enhance the student's ability of success. Content has been realigned to be delivered in a logical and academically strategic fashion.

*Uniform Collaboration.* This enables an incredible opportunity for the Pierce Mortuary Colleges to collaborate with their affiliated institutions: Dallas Institute of Funeral Service, Mid-America College of Funeral Service, and Gupton-Jones College of Funeral Service. The proposed program will be uniformly adopted across all three colleges. This will provide a unique and significant opportunity to offer the most superior content and resources for the student stakeholders.

### **Can a student move to the updated curriculum from the existing program curriculum? If so, what are the advantages and disadvantages?**

Students do have the opportunity to move to the updated program version of the Associate's degree program from the existing program version. The updated program version allows students to complete the program at a slower pace than the existing program's accelerated rate. Students in the updated program will on average complete the program in eight quarters, while the existing program allows students to complete the program in an average of five quarters at Dallas and six quarters at Mid-America and Gupton-Jones.

### **If I were to take a leave of absence in my current program, would this status change result in my program being moved to the updated curriculum version?**

Students that need to take a leave of absence (LOA) while in the existing curriculum should speak with their assigned academic advisor. The advisor will review the student's completion in the program and will determine if the student can complete their program within the perimeter of the teach out timeframe. Students who can complete the program within the teach out timeframe will be allowed to resume their program once they return from their LOA.

Advisors that determine that a student is unable to complete their program by the teach out deadline will discuss different options to help in supporting the student with the completion of their program.

**Would withdrawal from the existing program version result in my program being moved to the updated curriculum when I opted to return?**

Students who opt to withdraw from the existing program version have the risk of being unable to complete their program if/when they opt to return to the college. Students that withdraw and then seek to re-enroll in the Associate's program are reviewed by the academic team to determine whether the student can return and complete their required coursework for the existing program version of the Associate's program or if they will need to return to the updated program version of the program.

Students that are permitted to return to the teach out version of the program are informed by their admissions advisor that they must complete the program by the teach out deadline. The student must agree to complete their program by the deadline, or they would be required to program change to the updated version of the program. Students that are determined by Academics to be unable to return and complete the program in which they withdrew are reviewed for potential transfer credit between the teach out and updated program versions. Credit completed in the teach out program is reviewed and must receive Dean approval prior to the credit being applied toward courses in the updated program version.

**Can I get a fresh start by switching from the existing program to the updated curriculum if I have been unsuccessful in the existing program?**

Students that have been unsuccessful in the teach out version of the program do have the opportunity to move to the updated curriculum. As with any change to the curriculum, not all courses will move to the updated version due to differences in content or credit hours. Students that were on any type of negative Satisfactory Academic Progress (SAP) status will be subject to the status when first taking courses in the updated version of the program.

**What happens if the courses I have successfully completed have more credits than what is in the new program?**

Students that opt to move to the updated credit version will likely have more credits than what is in the updated program. Although students could exceed the 100 credits in the new program, they must still complete all program requirements. Students should have the discussion to move programs with their assigned academic advisor to ensure they are making the best decision for reaching their academic goals.