

Committee on University College

9/1/2010 Minutes

Attending: Robbin Crabtree, Amalia Rusu (chair AY 09-10), Gerry Campbell (chair AY 10-11), Dee Lippman, Ed Deak, Ryan Drake, Anne Campbell, Aaron Perkus (invited guest), Rev. Paul Fitzgerald, S.J. (invited speaker)

Absent: none

Amalia (chair AY 09-10) called meeting to order at 10:35 a.m.

1. Discussion of minutes

Gerry moved approval of Minutes from 4/12/10; Ryan seconded. Minutes were approved by Ryan, Amalia and Gerry, the only current voting committee members present who were at the 4/12/10 meeting.

2. Introduction of new members of the committee.

Dee Lippman and Anne Campbell were introduced and welcomed to the committee.

3. Aaron Perkus as invited guest

Robbin moved that Aaron be invited to attend all meetings of the Committee this academic year; Ed seconded. Motion was approved unanimously.

4. Election of new chair

Amalia nominated Gerry; Ed seconded. No other nominations were made, and Gerry was elected unanimously.

5. Briefing Dean Crabtree on committee's previous work.

Amalia provided an overview of the committee's work from last year, using last year's Annual Report as an outline.

6. Open Discussion

Robbin mentioned that the Center for Academic Excellence is in touch with adjuncts and part-time faculty and they are concerned with their professional development. On the issue of lifelong learning opportunities and part-time and nontraditional undergraduate students, she raised a question about how other doors within the University will open if those of UC close.

Dee questioned the viability of UC as an entity, considering the departure of Dean Wilson.

Robbin discussed how Dean Wilson's departure resulted from budget cutting requirements in April. Around the same time, International Programs were moved out of UC, with Christopher Johnson now reporting to the SVPAA. Robbin was subsequently appointed Acting Dean of UC, with the idea that part-time degree programs would be integrated into other structures, such as

the College of Arts & Sciences and the Dolan School of Business. It was noted that Nursing and Engineering already have part-time programs. Non-degree life-long learning programs could persist under some other entity.

Aaron discussed how he and other staff have been involved in gathering data regarding budget, enrollments, etc. for all UC programs. He volunteered to distribute material related to the Bachelor of Professional Studies program to committee members.

7. Visit from Rev. Paul Fitzgerald, S.J., Senior VP for Academic Affairs

After committee members were introduced, Rev. Fitzgerald discussed some of UC's history. Open Visions was moved out of UC to the Quick Center, resulting in improvements. He also noted that there had been budgeting problems within UC, and that business aspects of UC needed work. He described the major components of UC as:

- i. International Programs – Rev. Fitzgerald noted that there was nothing in University governance documents stating that International Programs was part of University College. He also said that Christopher Johnson now reports directly to the SVPAA, and his office has taken responsibility for aggressively pursuing study abroad programs and welcoming international students.
- ii. Lifelong learning – Rev. Fitzgerald noted that revenue targets for non-degree programs were not being met within UC. Rev. Fitzgerald is interested in further developing non-degree programs. He mentioned that, organizationally, one possibility would be to have an Institute for these programs, with leadership reporting to the SVPAA.
- iii. Degree-seeking Undergraduates – Rev. Fitzgerald mentioned that 70% of UC degree-seeking students were traditional college-age students, and some were former full-time students with one or two courses left to finish who enrolled through UC to reduce their costs (which cost the University \$536,000 last year). 30% of UC degree-seeking students have come back to school later in life – they have different life situations, and Fairfield University needs to support them. Rev. Fitzgerald would like us to have robust part-time undergraduate programs in Arts & Sciences and the Dolan School of Business, with the same high quality as our full-time programs. Some open questions include how to schedule advising and provide holistic service.

Aaron raised the issue of intersession and summer courses, which are now under UC and account for large enrollments. Rev. Fitzgerald mentioned that these should be considered in the context of a four-year holistic development model for undergraduates.

Rev. Fitzgerald raised the following questions and issues related to mature and part-time students:

- a) Should we accept transfer credits more than 10 years old?
- b) Regarding portfolio assessment of life experience – does it count for credit?
- c) Open enrollment – there needs to be some filter before a student is allow to enroll.

d) Do part-time students have a weakened, watered-down core, and should they?

Rev. Fitzgerald discussed the importance of such issues and questions as they relate to Fairfield's reputation and how self-defeating a "cut-rate" version of a Fairfield education would be.

Dee discussed the 10-year criterion in Nursing, and how that has changed over time.

Aaron mentioned that for the Bachelors of Professional Studies, about half of the students have received credits exclusively at Fairfield.

Ed confirmed that the composition of UC courses has changed over time, and not in favor of adult learners. He mentioned that adult degree programs are a great service to the community, and asked whose responsibility they would be if part-time programs were dispersed into the administrative structures of the schools?

Rev. Fitzgerald agreed that increased opportunities for adult learners are needed. Fairfield contracted with Edadventures for a survey, which found that Fairfield has the strongest brand within driving distance. He reaffirmed that we should serve non-traditional students with integrity, not just to maximize profits, and that we should not dilute our reputation.

Rev. Fitzgerald reported good news regarding University revenues: undergraduate enrollment targets have been met, and graduate enrollments are well above projections. Cash flow is good, so let us continue to look at quality and integrity.

Robbin also mentioned the goal of diversity in terms of race, ethnicity and life experience.

Rev. Fitzgerald raised additional issues and questions regarding the service of non-traditional adult learners. What is the best administrative structure? Don't know that we need a Dean. Think about pedagogy, mentoring and support.

Robbin mentioned duplication of efforts between UC and other Deans. Integration could make better use of administrative and instructional resources.

Rev. Fitzgerald raised the issue of departmental control or lack of control over adjunct faculty.

Robbin said that this has improved recently.

Rev. Fitzgerald addressed the issue of why he is coming to the committee now and not last Spring. He said that financial pressure necessitated action to cut \$380,000 permanently. He couldn't touch the operating budgets, and he didn't want to eliminate visiting positions or tenure-track lines. He ran short on time, so he had to act. He apologized for not being able to come to the committee last Spring. He is counting on the committee now to render good judgment.

Gerry asked if the committee should go through Robbin for future communications. Rev. Fitzgerald said that the committee could contact him directly if necessary. Also, Edna Wilson is available for consultation if necessary. Robbin indicated that she has consulted with Edna.

Aaron noted that nothing has changed yet for UC in terms of policy.

Amalia asked about the Governance Document produced by the committee in previous years.

Robbin replied that it had never gotten the necessary approvals to be entered into the official record.

Rev. Fitzgerald said that the committee is free to do it's own work. He mentioned that he introduced to the EPC last spring a proposal to eliminate the Associate of Arts degree offered by UC.

Ed asked about the issue of UC giving up its charter from the State of CT.

Rev. Fitzgerald asked that we consider the most efficient use of administrative resources.

8. Robbin presented a handout titled "Roadmap for Integration of University College" as follows:

School, Program, and Academic Policy Changes:

Consultations: UC Acting Dean & staff, CUC, AC Exec Comm

Formal Routing: CUC/ASCC or ADBCC/UCC/EPC/AC → Faculty → State

Administrative Structure and Operational Changes:

Analysis: UC Task Forces ← → VPs ← → UC Staff

Decisions: SVPAA ← → VP Finance

Normalization in CAS & DSB Practices:

Curriculum planning; Course scheduling; Advising

Assessment, Program Review, New Program Development

Robbin discussed the UC task forces that have been meeting – one dealing with academic issues, and the other focusing on financial issues. She said that someone from the CUC could sit in on the academic task force.

9. Planning for next meetings.

-- The following meetings were scheduled for the remainder of the semester:

9/22 10:30-12

10/6 10:00 – 11:30

11/3 10:00 – 11:30

12/1 10:00 – 11:30

-- Robbin said that she would reserve DMH 330 for those dates and times.

-- Gerry said that he would contact Irene Mulvey regarding a semester replacement for Ryan Drake.

-- Aaron confirmed that he would distribute program review information on the Bachelor of Professional Studies Program.

-- Robbin said that she would ask Rev. Fitzgerald about the issue of eliminating the Associate Degree program. It might be that the committee could fold it into an omnibus proposal. Admissions to the program are already on hold.

-- The future of UC and the committee need to be further discussed.

10. Meeting adjourned at approximately 12:15.

Respectfully submitted,

Gerry Campbell