

## The Committee on University College

**(Approved on 10/14/11)**

9/07/2010 Minutes prepared by Anne Campbell

Present: Gerry Campbell (chair AY 10-11), Robbin Crabtree, (Acting Dean UC), Anne Campbell, Dee Lippman, Ryan Drake, Terry-Ann Jones, Ryan Munden, and Associate Dean Aaron Perkus (invited guest).

Chair G. Campbell called the meeting to order at 1:35 p.m.

1. Introduction of Committee Members
2. Election of Chair

Prof. Munden was nominated for the Chair position for the 2011-2012 academic year. Acting UC Dean Crabtree spoke to the position of Chair, the work of the committee, and importance of a good external perspective focused on getting the work accomplished this year.

Chair G. Campbell called the vote, and Prof. Munden was elected by acclamation.

3. Background on University College and Scope of the Committee

Associate Dean Perkus then provided a brief overview of University College. Established in 1979, the idea behind it was to be a revenue-generating arm of the university, one that was responsive to the market. It was seen as an avenue for degree completion for part-time nontraditional learners taking evening and on-line classes. Several years ago, the adult population began to dwindle. UC has become more of a back door opportunity for undergraduates to move to part-time status to complete their degrees or for some students to salvage their degrees. This is not the market for which UC was originally intended. Additionally, there is more competition in on-line programs. The Committee was charged with looking at the possibility of restructuring UC.

Acting UC Dean Crabtree added that last year and this year students who entered under the old rules will matriculate so that they can continue as formally matriculated students. We are still working on having the operation moved to the Kelly Center so that any student can be advised regarding the admission process. She stated that the UC Dean's role under AVP Grossman was as the Associate Vice President for International Programs and as Dean of UC. International Programs have been assigned to Christopher Johnson and the Dean supervised credit and non-credit programs. Dean Crabtree commended the staff for forging on in climate with a high degree of uncertainty.

Associate Dean Perkus added that the position of Director of Distance Learning was

eliminated. In the upcoming year, UCC will look at on-line classes and the questions of Fairfield as a distance education provider.

UC is open and rolling admissions. Any applicant with a high school degree can take up to 4 courses before applying for matriculation. Or, if a student doesn't wish to matriculate, he or she may continue to take courses for personal enrichment.

The BS in Professional Studies is the only degree offered through UC. However, UC students may select any of the majors in the College of Arts and Science and the Dolan School of Business as well.

We are continuing to accept new students. We are running courses. We stopped promoting the on-line degree completion program due to state-by-state accreditation and regulations.

Acting UC Dean Crabtree added that the revenue picture is in flux. There was an upwards trajectory in on-line and face-to-face enrollments. The AVP found that a lot of undergraduates were enrolling part-time. We were losing one and a half million in tuition revenues with students moving from full to part-time status.

Also, UC used to only offer a BS in Professional Studies. When that changed, UC students could pursue degrees part-time within departments in CAS & DSB which ended up costing the university significant revenues. With the current economic climate it is difficult to justify maintaining programs in UC that can be housed in departments.

Prof. Munden shared that he was confused by the issue of funding in UC. There were students who were taking 11 credits at Fairfield and 6 at Housatonic. They were transferring credit through UC and then becoming matriculated full-time to complete their final required coursework. At other universities, transfer had to be approved before they matriculate.

Prof. Jones asked for clarification on the purpose of the CUC. Prof. G. Campbell explained that it mostly dealt with advising on policies and procedures.

Acting UC Dean Crabtree added that after Dean Wilson was laid off in 2010, the response from Academic Council was that faculty input was needed regarding the future status and possible closing of UC and that any recommendations would need to go through UCC, Academic Council, and the General Faculty. The CUC discussed with UCC, EPC and ACEC issues related to closing UC.

There have been some faculty concerns regarding closing UC. This committee has been thorough in its investigation. We looked at other Jesuit institutions. Some do not have anything similar, some have centers, and some have a distributed structure. We ended up with the proposal submitted last spring.

#### 4. Status of Proposal to Close University College

Acting UC Dean Crabtree suggested that we read the purpose of the committee according to the Faculty Handbook, and Prof. G. Campbell did so. After discussion of the charge, it was noted that as part of our proposal, there is a recommendation that the role of this committee be examined. Will there be a need for it in the future? Prof. Drake added that it was left open to see how the committee might be transformed in the future. Associate Dean Perkus noted that there will be a lot of work for several members of the committee this year.

Prof. G. Campbell shared that the proposal went to UCC and EPC. We presented to Academic Council in May 2011. They decided that given the complexity of the issues to wait to take action on the proposal. There were questions about policy and #4 of the proposal.

Acting UC Dean Crabtree noted that in the Academic Council minutes, it says that “the Acting Dean will meet with members of the Academic Council and this committee to outline how we will move forward this year and address the concerns.”

#### 5. Plans for this year

Prof. G. Campbell added that one question Associate Dean Perkus raised was if there are changes in what is proposed, will this committee have to go through the whole process again. The recommendation is that Academic Council (AC) has a Subcommittee whose role will be to flesh out the policy issues. AC may need another committee to flesh out issues related to enrollments, matriculation, and accreditation. There needs to be a process by which schools approve policies and for how they become enacted.

Acting UC Dean Crabtree noted that there is a list of concerns that need to be resolved in a way that addresses revenues and marketing. The protocols for UC were ad hoc and only the Dean approved them. Since UC did not have a faculty, it operated outside academic policy. Associate Dean Perkus added that whatever becomes policy will have to become policy for new students. Prof. G. Campbell continued that there is a need for consulting with schools for the policies.

Associate Dean Perkus then discussed the role of Committee 2, which would look at the issue of part-time student enrollments. Acting UC Dean Crabtree clarified the issue. Engineering and Nursing have always had part-time programs through UC. There were differences in flexibility with professors of practice. UC was paying different amounts for the same thing. There was an autonomy model and schools set their own policy. There is a need to align UC policy with the Handbook and Journal of Record. We need to meet the needs of students, but not be a back door to the University.

Prof. Munden noted that it would affect his department because part-time and some undergraduates get their core through UC.

Associate Dean Perkus commented that if Arts and Sciences want part-time students, they need to come up with a plan rather than look at UC first. The question is whether or not

this structure is the best way to come to a proposal for new part-time students. When UC is gone, we need to be able to say, "Here is the new policy."

If the vote is to close UC in principle, we need policies for moving forward. The schools could appoint an advisory committee to begin school-level discussions related to new policies. Prof. Munden added that we also need to make sure those new part-time policies are aligned and provide for movement across schools and programs. Acting Dean UC

The committee discussed the Memorandum from the Committee on University College submitted by Chair Gerry Campbell to Academic Council dated August 28<sup>th</sup>, 2011.

Following the discussion, **Prof. G. Campbell made the motion to support the proposal outlined in the Memorandum to have a Subcommittees of Academic Council charged with the tasks discussed above. Chair Munden called for the vote. Professors Munden, Drake spoke in favor of the motion. Prof. G Campbell also spoke in favor stating that it provided a way to move forward without having to create an intermediate committee.**

Acting UC Dean Crabtree summarized that the work of the Subcommittee would include UC issues that need to be addressed. There are three main areas: 1) administrative; 2) policy and rules, a discussion that departmental faculty need to be a part of; and 3) some faculty specific issues.

Prof. G. Campbell added that having a Subcommittee of Academic Council would facilitate revisions of the proposal. There are areas that would have to be determined with input from a variety of other areas.

Associate Dean Perkus pointed out that the focus of Academic Council is next steps. Will the subcommittees have too much work? Can they be expected to get everything done? Acting Dean /UC Crabtree commented that the issue isn't the working document for the committee. The Subcommittee would need to determine what the academic purview of the Subcommittee is. She listed some other issues, such as enrollment management, working with the Registrar and Bursar, etc.

**Chair Munden called the vote. The vote was unanimous in favor of the Memorandum and the recommendations to have a Subcommittee of Academic Council.**

Chair Munden noted that Acting Dean UC Crabtree had suggested that Prof. G. Campbell and Prof. Munden serve on the Academic Council Subcommittee. Committee members discussed their appointment and approved the nomination.

Acting Dean UC Crabtree, Associate Professor Perkus, and Prof. Campbell will present the Memorandum to Academic Council on Monday, September 12, 2011.

Associate Dean Perkus suggested that we as the Committee on University College could p

provide feedback to the Subcommittee.

Prof. G. Campbell shared plans for this year based on the minutes from the last meeting.

6. Scheduling of Future Meetings (please bring your Calendar)

**Future meeting dates were set for October 14<sup>th</sup> 10:00 to 11:30 and November 11<sup>th</sup>.**

**Prof. Drake moved that the meeting be adjourned, and Prof. Campbell seconded the motion.**

The meeting was adjourned at 3:00 p.m.

Respectfully submitted by Anne Campbell