

**Council on Postsecondary Education
Quality and Accountability Policy Group
May 23, 2008**

Guidelines for New Extended Campus Programs

ACTION: The staff recommends that the Council approve the new guidelines for extended campus programs. These new guidelines were informed by the work of the Postsecondary Education Working Group on Access to Academic Programs.

At its November 8, 1999, meeting, the Council approved the following guidelines for extended campus offerings.

The primary purpose of extended campus programs and courses is to provide, in an efficient and cost effective manner, higher education access to place-bound and time-bound students who are geographically remote from existing institutions of higher education. This purpose supports the goals of the Kentucky Postsecondary Education Improvement Act of 1997, 2020 Vision, and the Council's recently approved 1999-2004 Action Agenda by improving college-going rates and educational and degree attainment levels, as well as meeting documented regional needs for individuals educated in particular occupational disciplines.

The universities should work collaboratively with the Kentucky Commonwealth Virtual University, the KCTCS, individual community and technical colleges, and independent institutions to meet the educational needs of the communities in their service areas. Current designated service areas will be maintained (as reflected on the attached map).

Programs offered at extended campus centers or sites within an institution's designated service area do not require Council approval. If an institution wishes to implement a new extended campus offering outside its designated service area, the following process will apply:

1. *The institution will submit a proposal to the Council staff for posting to the Council's Web site at least 60 days before course registration is to begin. A proposal for a new extended campus program should include the following information:*
 - *Program title.*
 - *Program description.*
 - *Sample curriculum.*

- *Statement of need and demand for the program and the program's connection to institutional mission.*
- *A list of individuals (names and titles) in business, the professions, and government consulted about the need for the program and employment opportunities for program graduates.*
- *If distance learning, the technology delivery mechanism (satellite, etc.).*

A proposal for a new extended campus course (that is not part of a previously approved extended campus program) should include:

- *Course title and number.*
 - *Course description.*
 - *Statement of need and demand for the course and the course's connection to institutional mission.*
 - *A list of individuals (names and titles) in business, the professions, and government consulted about the need for the course.*
 - *If distance learning, the type of technology delivery mechanism (satellite, etc.).*
2. *There will be a 30-day review period following posting during which the coordinating institution for the target area can respond. If the coordinating institution for the target area opposes the offering, the Council staff will decide how best to resolve the dispute. In doing so, the Council staff may require additional information and may recommend that the Council take action on the proposal. A final resolution will normally occur within 45 days of the original submission of the proposal.*

The KCVU Academic Council is the review mechanism for courses and programs delivered via the KCVU. Therefore, KCVU-approved courses and programs can be offered by any institution in any service region without using the procedures outlined above for extended campus offerings. The extended campus offering guidelines do apply to non-KCVU courses and programs offered via the Kentucky TeleLinking Network or satellite as well as non-KCVU electronically delivered offerings that require students to receive instruction in real time at fixed, predetermined locations.

These guidelines proved difficult to implement and ultimately proved to be an obstacle to flexible delivery of programs meeting regional needs. In addition, the guidelines regarding distance education courses are outdated in light of the Kentucky Virtual Campus' new strategic plan.

The Council created the Postsecondary Education Working Group on Access to Academic Programs in May 2007. The group was charged with reviewing policies related to the Council's role in approval of postsecondary academic programs, including extended campus offerings and authorization and operation of extended campus centers.

The Council staff analyzed extended campus offerings and found that, with the exception of the University of Kentucky, there is little activity outside designated areas of geographic responsibility. Following the suggestion of the working group, the proposed new guidelines would read:

Institutions planning to offer programs outside their areas of geographic responsibility must consult with potential postsecondary partners in that region to ensure coordination and collaboration and to minimize unproductive competition. If there is opposition, the Council will decide how best to resolve the dispute.

Beyond changes to the current guidelines, the group suggested that the Council work with public, independent, and proprietary institutions to develop a database accessible to postsecondary personnel and the public that allows easy access to information about academic program offerings at the regional or county level, including information on program delivery modes and accreditation status. This information will help postsecondary institutions to assess the potential unmet demand for particular programs and will help potential students evaluate the appropriateness of programs for their needs.

Furthermore, the group agreed that the Kentucky Virtual Campus should convene institutions to discuss innovative program delivery modes (e.g., online modularized courses) and ways to utilize KCTCS for lower-level courses in order to increase access to complete degree programs at extended campuses. Strategies for expanded program offerings could initially focus on targeted career pathways that are considered important to Kentucky's economy.