

Alternative Course Formats

Charge: Some universities are using breaks to provide short courses. Consider such alternative formats for IUPUI. First phase will be enrollment services reviewing logistics.

Team: Stephen Hundley, James Johnson and Mary Beth Myers

Current status: About 90 courses (<1%) were offered in fall and spring semesters of last academic year in a non-standard term format, slightly more than half at 100-200 level and primarily in the 6-10 week time frame. About 200 students per semester performed late drops and adds, and represent candidates to enroll in non-standard format courses with a late start date.

Action Item Recommendations:

- Make non-standard format courses available in each semester
- Develop three term, 12 week alternative format degree programs
- Develop three term, 12 week alternative format certificate programs

Implementation Strategy:

- ✓ Further market analysis and develop alternate course menus
- ✓ Advertising directly to students who are dropping late
- ✓ Pilot three term General Studies degree program beginning in 2008
- ✓ Align programs with PeopleSoft, enrollment management and financial aid by implementing January-March, May-July, August-November terms
- ✓ Marketing plans for Events Management, Business Foundations, and Case Management certificates

**INDIANA UNIVERSITY PURDUE UNIVERSITY INDIANAPOLIS
IUPUI**

MEMORANDUM

TO: Uday Sukhatme
Vice Chancellor for Academic Affairs

FROM: James N. Johnson, Community Learning Network, Chair,
Alternative Course Formats Action Team
Mary Beth Myers, Registrar's Office
Stephen Hundley, Organizational Leadership and Supervision

SUBJECT: Alternative Course Formats Action Team Report

DATE: July 16, 2007

Please find attached the report of the Alternative Course Formats Action Team. We have met periodically over the last several months and engaged in dialogue with other facets of Enrollment Services and academic departments. I commend the efforts of the team and appreciate the inputs of others. Should you have follow-up questions, please do not hesitate to contact me.

ALTERNATE COURSE FORMATS AT IUPUI

ACTION TEAM REPORT

July 2007

Goals of the Alternate Course Format Action Team Report

- **Review current options for alternate course formats at IUPUI**
- **Review of proposed strategies for alternate course formats and current status**
- **Review alternate course formats at peer institutions**
- **Review of related strategies of off-campus centers**

This report will examine two strategies for alternate course formats at IUPUI. The first strategy is late start (also known as second start) classes within the current fall and spring semester structure. The second strategy centers on a modified three-term academic year for increased throughput. Both strategies are based on an alternate course length format of less than the traditional 16-week semester. The late start class format has two intended outcomes: (1) as a retention strategy for students who drop and add a course to be maintain compliance for financial aid criteria and (2) to increase the likelihood of student success afforded by the opportunity to add a class later in the semester and still be able to take the entire course from beginning to end.

Current options for alternate course formats at IUPUI

A review of non-standard classes offered in fall 2006 (see Attachment A)

- 42 classes were offered in non-standard formats
- Of which 25 were 100-200 level classes in various non-standard formats
 - One was a two-week all day session
 - Seven were 5-week sessions
 - Two were six-week sessions
 - Four were seven-week sessions
 - Ten were 8-week sessions
 - One was a 10-week sessions

A review of non-standard classes offered in spring 2007 (see Attachment B)

- 49 classes were offered in non-standard formats
- Of which 35 were 100-200 level classes in various non-standard formats
 - Three were two-day intensive sessions

- Three were two-week sessions
- One was a three-week session
- Three were 5-week sessions
- Twelve were six-week sessions
- Eleven were 8-week sessions
- Two were 10-week sessions

A review of classes added by students who dropped one or more classes in fall 2006

- Sixteen non-standard session classes were by students who dropped one or more classes
 - Only two sections were 300 level courses

Units - Start	Units - End	Drop(s) Only	Drop(s) & Add(s)	Totals
Less than 12	Less than 12	1043	180	1223
Less than 12	12 or more	na	1	1
12 or more	Less than 12	115	2	117
12 or more	12 or more	22	2	24
	Total	1180	185	1365

Data range: 08/31/2006 - 09/19/2006 (post-100% refund through end of fourth week)

A review of classes added by students who dropped one or more classes in spring 2007

- Twenty-three non-standard session classes were by students who dropped one or more classes
 - Only four sections were 300 level courses

Units - Start	Units - End	Drop(s) Only	Drop(s) & Add(s)	Totals
Less than 12	Less than 12	290	53	343
Less than 12	12 or more	na	11	11
12 or more	Less than 12	299	16	315
12 or more	12 or more	316	148	464
	Total	905	228	1133

Data range: 01/16/2007 - 02/02/2007 (post-100% refund through end of fourth week)

The above data does not factor into account the classes dropped and added before the final refund period. Also, the data does not identify the financial aid needs or usage of the students who dropped or dropped and added a class. However, there appears to be a sufficient student population who could benefit from the late start course offering as a retention and student success strategy.

A suggested list and status of general academic courses to be offered in the late start format

- POLS Y101
- POLS Y103 (one section scheduled for fall 2007 offering)
- Hist H105 (under consideration)
- Herron H100 (online section for fall 2007 offering)
- Eng W131 (planning a spring 2008 offering)
- Phil P120
- Bus X100
- Bus X204
- Bus A201
- Comm R110
- Comm C180
- Geog 130 (under consideration for spring 2008)
- SPEA J101
- SOC R100 (under consideration)
- Mus M174 (awaiting response of interest)
- Math 001 (in planning for a 13-or 14-week option)
- Math 111

Late start course offerings most likely will be on Fridays and weekends (off-campus is possible, but not likely with full-time students and on-campus scheduling). Some classroom sharing and nesting is possible with 8-week or less sessions during peak Monday–Thursday times. Additional information about Enrollment Services questions and answers for grade assignment, refunds, and financial aid implications of the two alternate course formats are provided in Attachment C. Both alternate course formats are proposed with the compliance to enrollment services' guidelines and capacities.

Program planning options of three-term academic year with alternative format

- To establish degree program offerings in 12-week alternative format
- General Studies degree is pilot program for 2008
- 2+2 programs with Ivy Tech graduates is likely options with articulation agreements
- Three 12-week semesters per year
- Aligned with fall, summer, and spring semester schedule for PeopleSoft, financial aid, and enrollment tracking.
 - Permits flexibility for non-traditional students with family, work, and holiday concerns
 - Early January start – late March end (adjustment for spring break)
 - Mid-May start – late July end (allows vacation time before fall K-12 start)
 - Mid-August start – mid-November end (allows holiday break)
- Proposed schedule takes into consideration the availability of full-time faculty and provides workload options between instruction, service, and research activities.

Interest has been secured for three certificate programs in the accelerated 12-week format for spring 2008. Marketing plan support has been requested for spring 2008. The three certificate programs are the following:

- Events Management Certificate (9 courses-25 credit hours) from the Department of Tourism, Conventions, and Event management
 - Tourism, Conventions and Event Management (TCEM) will begin its 1-year certificate program in fall 2007 with Section # 28686, TCEM 171 Intro to Convention/Meeting Management, 40 slots for a distance education platform (8/22-11/12/07)
 - Additional courses will be offered based on market response
 - Business Foundations Certificate (7 courses -21 credit hours) from the Kelley School of Business
 - These courses have been scheduled on the normal semester start date as 12-week offerings with up to 16 weeks to complete the courses.
 - Offering the certificate program on the three-term basis to be determined.
 - Certificate in Case Management (9 courses- 27 credit hours) from the School of Social Work
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- Special tuition and fee structure option may be available due to market demand
 - Increased throughput and graduation rate increase are predicted

Alternate course formats at peer and other institutions

Market data was collected by Andrew Stafford, an intern doing his graduate practicum at the Community Learning Network. The date of the information collected and the contact person, if available, are noted.

Temple University: contacted 3/21/07 and spoke with Duane Smith PhD., Assistant Vice Provost for Undergraduate Studies at Temple University at 215-204-4991.

- No accelerated programs for undergraduates but there is a 3/3 medical or law program where the students do 3 years of undergraduate work and the 4th year counts for both the first year of graduate school and the final year of undergraduate school.
- This contact person provided the lead for St. Louis University about their accelerated program.

St. Louis University: contacted 3/21/07 and spoke with Elizabeth Hamilton, an advisor in Undergraduate Programs at 314-977-3324.

- Five 9-week cycles with two classes per cycle but three could be approved.
- 800 students in the program
 - Majors include: Organizational Studies, Criminal Justice, Computer Science, and Education.

- Has a bridge program for social work at the undergraduate level, but it is not at the accelerated level yet.
- Graduate courses are scheduled to be started in the near future as they continue to grow and refine the process.

University of Illinois at Chicago: contact attempted 3/21/07 with Janet Madia at 312-413-2260. Several messages were left and no return call.

University of Louisville – contacted on 3/29/07 and spoke with Gale Rhodes EdD., Assistant University Provost at 502-852-5727.

- No Programs currently

Wayne State University: contacted 3/30/07 –and spoke with Mike Wood PhD. In Admissions and Gary Schickler, Director of Graduate Admissions.

- No accelerated program
- Have one major (Interdisciplinary Studies) that is geared for adults, but not accelerated in nature.

University of New Mexico: contacted 3/29/07 and spoke with Wynn Goering , Associate Provost, at 505-277-3190.

- Never been tried on a full-time basis
- 40 Bachelor degrees that guarantee delivery in 4 years, but not every course offering
- www.unm.edu/preview/evening.html

SUNY at Buffalo: contacted 4/10/07and spoke with Stefanos Papazaharis, Dean of College of Arts and Sciences, at 716-645-2711.

- -BA and MA together in one format – accelerated in making undergraduate last year fit into first year of graduate school classes.
 - 3/2 program for those majors
 - 15-17 credits are counted for both degrees
 - No accelerated program for adults – no 8-12 week classes
 - <http://undergrad-catalog.buffalo.edu/policies/degree/major.shtml>
 - Website explains how the 3/2 program works.

Penn State University: contacted 4/4/07 and spoke with Betsy Esposito, Assistant Director for Adult Learning Center, at 814-863-3887.

- No Programs at any PSU campus that she could locate.

University of Cincinnati: contacted 3/28/07 and spoke with Eric Weaver, Senior Academic Advisor.

- No program for accelerated degree coverage
- MBA is accelerated, but on a part time basis.
- This person provided lead to Xavier University.

3/28/07 – Xavier University: contacted 3/28/07 at 513-745-3030.

- Weekend degree program
- Saturdays for 8 weeks and some Sundays for registration purposes
- August – October and January – March are the 8 week sessions
- BS in Liberal Arts or Business Administration

- Morning and Afternoon on Saturday – covers 2 classes each weekend

University of South Florida: contacted 3/28/07 and spoke with Dr. Glen Besterfield, Director of TAPS, at 813-974-6527.

- T.A.P.S. is Tracking Academic Progress of Students.
- This program is improving traditional age students' retention rates, which are very low in this area of our country, according to the director.

East Carolina University: contact attempted on 4/4/07 at 252-328-6077 – no answer back.

Boston College: contact attempted on 4/4/07 and no follow up provided.

Harvard University: contacted 4/4/07 at 617-495-4024.

- Do not have any type of non-traditional programming available

Stetson University: contact attempted at 386-822-7500 on 4/4/07 and no follow up provided.

Related strategies of off campus centers

Off Campus Centers & Weekend College – Current Situation

Off campus centers and locations provide invaluable community outreach in addition to increased flexibility for programming opportunities and additional capacity for course offerings. IUPUI has one year-round off campus center at the Carmel Service Center and recently closed the former second Glendale Service Center in December 2006. The strategic goal for off campus operations is to provide a center in each of the four sectors around the I-465 loop of greater Indianapolis as shown below in the area map. The dedicated centers provide optimal support for faculty and provide opportunities for sector specific programming. A faculty committee will be convened in fall 2007 to recommend programming and alternative formats designed for the community needs such as themed learning communities to enhance student success and familiarity with IUPUI.

The Carmel Service Center is a shared facility with Ivy Tech where IUPUI pays 50% of the leasing and operational costs. An initial dialogue has begun about the relocation of the Carmel Service Center and future continued collaboration with IUPUI. The shared leasing agreement is due expire August 31, 2009. The 2009 timeframe for both centers being up for renewal will permit several strategic options for off-campus deliveries. A second center in Greenwood is projected to be in place for course offerings in January 2008. The Greenwood center is a collaborative arrangement with Ivy Tech Community College and the continued collaboration is a strategic thrust for future sector sites. Negotiations are in progress with the developer of the Greenwood site and a contract is anticipated to be completed in late August 2007.

