THE HIGHER LEARNING COMMISSION  
North Central Association of Colleges and Schools  
30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504  

CHANGES REQUESTED IN AFFILIATION STATUS OF  

University of Minnesota-Crookston  
2900 University Ave.  
Crookston, MN 56716  

<table>
<thead>
<tr>
<th>Status:</th>
<th>Accredited (1971- .)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highest degree awarded:</td>
<td>Bachelor's.</td>
</tr>
<tr>
<td>Stipulations on affiliation status:</td>
<td>Offerings outside the state are limited to courses offered in North Dakota. Delivery of Bachelor's degrees to off-campus sites is limited to the Bachelors in Manufacturing at Warroad (with Northwest Technical College) and the Bachelors in Hotel, Restaurant, and Institutional Management at Marshall (with Southwest State University.).</td>
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<tr>
<td>New degree sites:</td>
<td>Prior Commission approval required.</td>
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<tr>
<td>Progress reports required:</td>
<td>5/31/03; A report on assessment of student learning.</td>
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<tr>
<td>Monitoring reports required:</td>
<td>None.</td>
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<td>Contingency reports required:</td>
<td>None.</td>
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<td>Other visits required:</td>
<td>None.</td>
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<tr>
<td>Last comprehensive evaluation:</td>
<td>1994-95.</td>
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<tr>
<td>Next comprehensive evaluation:</td>
<td>2004-05.</td>
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</table>

**PRESENT WORDING**

Stipulations on affiliation status 
Offerings outside the state are limited to courses offered in North Dakota. Delivery of Bachelor's degrees to off-campus sites is limited to the Bachelors in Manufacturing at Warroad (with Northwest Technical College) and the Bachelors in Hotel, Restaurant, and Institutional Management at Marshall (with Southwest State University.).
REQUESTED WORDING

Institution: Offerings outside the state are limited to courses offered in North Dakota. Delivery of Bachelor's degrees to off-campus sites is limited to the Bachelor of Manufacturing at Warroad (with Northwest Technical College) and the Twin Cities metropolitan area and to the Bachelor in Hotel, Restaurant, and Institutional Management at Marshall (with Southwest State University).

RECOMMENDED WORDING

Staff: Same as Institution's requested wording.

Commission:
STAFF ANALYSIS OF THE REQUEST FOR INSTITUTIONAL CHANGE

INSTITUTIONAL REQUEST:
The specific change proposed by the Institution.

The University of Minnesota at Crookston requests approval to offer its Bachelor of Manufacturing degree in the Twin Cities metropolitan area.

POLICY REFERENCE:
Policy I.C.2.d.1.: Change the stipulations within the current affiliation status.

STAFF RECOMMENDATION:

X That the change and the corresponding alteration in the Statement of Affiliation Status be approved.

ANALYSIS OF THE PROPOSED CHANGE REQUEST

SYNOPSIS OF INSTITUTIONAL STATUS: The last comprehensive visit was conducted on February 20-22, 1995.

Staff provides summary statements for each of the major headings in the form. ADDENDUM 2002 INSTITUTIONAL CHANGES REQUIRING COMMISSION REVIEW.

1. What is the change being proposed?

The University of Minnesota at Crookston (UMC) requests approval to offer its Bachelor of Manufacturing (BOM) degree in the Twin Cities metropolitan area.

2. What factors led the institution to undertake the proposed change?

The proposal is consistent with UMC's polytechnic mission and was initiated by its technical college partners, Hennepin Technical College (HTC) and Anoka-Hennepin Technical College (AHTC) and several corporations, including Manufacturing Technology of Minnesota. The BOM fits well with the two-year manufacturing-related technical education programs offered by the technical colleges located throughout the greater Twin Cities metropolitan area.

The University's plans to offer the BOM beyond its home campus is grounded in data it extensively quotes from a study of manufacturing needs conducted in 2000 by the Targeted Industry Partnership for Precision Manufacturing and the state's identification of manufacturing as one of five key industries in which Minnesota Higher Education is requested to address critical worker shortages. UMC proposed the concept of a partnership between it and two-year colleges to offer the BOM at a statewide meeting. Because of the positive response to the concept, the University developed the partnership and articulation agreements with HTC and AHTC.
3. What necessary internal and external approvals have been obtained to implement the proposed change?

The EOM was first approved by the UMC Campus Assembly at its meeting of April 17, 1997. The University of Minnesota board of Regents, Educational Planning and Policy committee approved offering the degree in the Twin Cities at its June 13, 2002 meeting.

4. What impact might the proposed change have on challenges identified by the Commission as part of or subsequent to the last comprehensive visit?

The February 1995 comprehensive team cited five concerns, three of which have a direct bearing on the current proposal: (1) "the ability to provide the breadth and depth for the courses of the several new baccalaureate degree programs and emphases, with existing faculty resources, appears to be marginal in several areas and must be monitored carefully by UMC." (2) "The amount of money in the budget for supplies, equipment, and other expenses in the academic programs is very small, particularly for equipment intensive courses." (3) "Even though UMC is an integral part of the University of Minnesota, which undoubtedly possesses financial flexibility, the campus itself lacks sufficient reserve funds to face downturns in its income fund or for unbudgeted emergency expenses." The team recommended a progress report on an external audit and that the next comprehensive be scheduled in six years (2000-01). UMC requested review of the Team's recommendation by a Review Committee. The Review Committee did not agree with the Team's recommendation. Instead, it recommended two progress reports: one on submission of an external audit and the second on the transition from a two-year to a four-year institution. It also recommended that the next comprehensive be scheduled in ten years, 2004-05. The Team disagreed with the Review Committee's recommendation, requesting that the Commission consider a comprehensive visit in six years or a focused visit in five years. The Commission agreed with the Review committee for the date of the next comprehensive visit (2004-05), but agreed with the team for one progress report. The Commission also required a visit in 1999-00 focused on "the transition from a two-year to a four-year status documenting maintenance of quality and reporting on developments which have helped or hindered these efforts."

The March 26-28, 2000, focused visit cited three concerns, including assessment of student learning, explaining that UMC "must continue to monitor carefully its programs and to allocate faculty resources to support those programs which are experiencing significant growth." The focused visit team recommended a progress report on assessment of student learning, which is due May 31, 2003.

The University did not respond to a number of the issues raised by the 2000 focused visit team, regarding expansion of its baccalaureate programs off-campus. For example, the focused visit team expected that:

- Campus-based task forces or working committees involving faculty and support staff professionals should be put in place to develop and monitor the successful delivery of bachelor degrees to off-campus sites.
- A business plan must be assembled and carefully monitored to avoid drawing down critical university resources, which are required for on-campus programming.
• The identification of resources including necessary faculty, support staff, and support systems as well as policies, procedures, and organizational structures necessary to successfully take bachelor degree programming to off-campus sites must be put in place to ensure that students at remote sites are adequately served.

• A carefully constructed plan to deliver programming off-campus must be completed or actualized.

The University did respond to the team’s concern for planning but is cautioned that any further requests for expansion of the BOM or any other of its other programs must directly address the issues and concerns raised by the 2000 focused visit team.

The 2000 focused visit team did approve the University to offer the BOM in Warroad, MN in partnership with Northwest Technical College. The successful graduation of UMC’s first cohort of students in May 2002, gives the University a strong experiential base to offer the BOM program off-campus in the Twin Cities.

5. What are the institution’s plans to implement and sustain the proposed change?

Human: The University has hired an on-site coordinator who is expected to facilitate communication and provide for basic services. The Twin Cities has a “well-established” pool of appropriately credential faculty who will teach on-site. The transcripts and credentials of potential adjunct faculty have been reviewed by the Center for Adult Learning and the UMC Office of Academic Affairs. ADD REQUIREMENT FOR A MASTERS

Financial: Because the BOM will be offered on the campuses of HTC and AHTC, overhead costs are minimal. ADD INFO PROVIDED

Physical Resources: UMC has signed articulation agreements with both technical colleges to offer the BOM on the campuses of Hennepin Technical College and Anoka-Hennepin Technical College. The colleges will provide space and equipment to support the program. The University has equipped a specialized training room with ITV in order to enhance its Interactive Television capacity.

Learning Resources: the University states that “advising, library, career counseling, and placement services will be available through the Program Coordinator and staff at Hennepin Technical College.” Both UMC's and HTC's libraries linked to the state’s library network called PALS. Thus, BOM students enrolled in the Twin Cities program will “have access to manufacturing resources available to on-campus students.” Additionally, the library of the University of Minnesota, Twin Cities is available to all BOM students.

6. What are the institution’s strategies to evaluate the proposed changes?

The 2000 focused visit team cited assessment of student learning as a major weakness, stating that the lack of assessment raised “serious questions about the ability of UMC to undertake expansive initiatives such as new program development and distance learning.” The Team recommended a monitoring report on the development of an assessment plan, which the University submitted October 2001. Staff accepted the plan and called for a
ADD INFORMATION ABOUT ACADEMIC PROGRAM REVIEW PROCESS. However, the University did not indicate what progress it has made in implementing its assessment plan since the October 2001 submission and (b) how it intends to assess student learning and attainment of the learning outcomes stated for the BOM program.