



MEMORANDUM

TO: President Edward T. Foote II

FROM: *[Signature]* Kamal Yacoub *Kamal Yacoub*
Chair, Faculty Senate

DATE: March 6, 1996

SUBJECT: Faculty Senate Legislation #95007(B) -
Renaming of the Bachelor of Continuing Studies Degree

The Faculty Senate, at its meeting of February 26, 1996, voted to approve the renaming of the Bachelor of Continuing Studies Degree to the Bachelor of General Studies Degree (#95007(B)).

This legislation is now forwarded to you for your action.

3/17

*Kamal,
✓ approved.
Pantano -*

KY/b

cc: Provost Luis Glaser
Dean Carol Holden

377

CAPSULE: Faculty Senate Legislation #95007(B) - Renaming Bachelor of Continuing Studies Degree to Bachelor of General Studies Degree

RESPONSE BY THE PRESIDENT:

DATE: 3/12/96

APPROVED: Yes 322

OFFICE OR INDIVIDUAL TO IMPLEMENT OR PUBLISH: Provost

EFFECTIVE DATE OF LEGISLATION: _____

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

Approval of the Minutes

The minutes were corrected by substituting "...transcripts show that the degree was formerly awarded by the College of Arts and Sciences" in the fourth line of page 3. The minutes were approved as corrected. Excused absences were approved for Professors Brown, Criss, Fishman, Lopez-Gottardi, Peterson, Savage, Swain, Varona and Whelan.

M.S. Program in Medical Informatics (Second Reading)

The Chair reviewed the background of the proposal for the M.A. in Medical Informatics and the two additional requirements set by the Senate. Information on the enlarged oversight committee and the two new core courses was included with the agenda. It was *moved* and seconded to approve the program. *The motion carried.*

Following the vote, there was discussion regarding the evaluation of new graduate programs. It was *moved* and seconded to have the Provost report back to the Senate in three years on the status of new programs, after consultation with the Graduate School. *The motion carried* by a vote of 23 in favor and 7 opposed. It was suggested that the Chair request the Dean of the Graduate School to inform the Senate of the results of every review which takes place.

Uniformity in Employee Benefits

Mr. David Lieberman, Senior Vice President, spoke about an apparent contradiction between the *Faculty Manual* and actual practice concerning the fringe benefits enjoyed by the Medical School clinical faculty. Clinical faculty dependent tuition and clinical faculty enrolled in the UM Care plan, particularly the out-of-network benefit, are the main issues of concern. Mr. Lieberman presented the following questions for examination over the summer: "1) Is this an employee benefit, or is it simply a component of salary increase? 2) Are the revenues which fund this in fact sufficiently unique from other University revenues that it can be concluded that this use is appropriate? 3) Can and should this arrangement be restructured to take it outside the University; and if so, what are the ramifications of so doing--is it a precedent we want to set, or should we simply not care what a group of faculty do with their salaries? 4) Can or should the arrangement be changed but with the understanding that if a department wants to provide additional salary for an agreed-upon purpose, it's acceptable? The present system is probably more formal. It certainly results in cross-subsidization, but a different system might be more decentralized, more discretionary. 5) Should a similar opportunity be extended to other faculty, administrators, and staff? The utilization and costs would be more difficult to predict, but if the utilization rate were the same as that of clinical faculty, it could cost 3-4% of salaries, that we'd have

Wellness Center

Professor Carl McKenry, Chair of the Senate Athletic Committee, explained that the Committee is charged with the review of intramural athletics and recreational activities. He introduced Mr. Norman Parsons, Director of the Wellness Center. Mr. Parsons said that he viewed the Wellness Center as a learning community in its own right. The Center provides a unique opportunity for the faculty to do research and other work in the two classrooms. A computer lab, a conference room, and a human physiology lab are available for use at the Wellness Center.

Report from the Distinguished Faculty Scholar Committee

The Chair introduced Professor Howard Gordon, Chair of the Distinguished Faculty Scholar Award Committee. Professor Gordon stated that the Committee unanimously recommended Professor Frank J. Millero of the Division of Marine and Atmospheric Chemistry in the Rosenstiel School of Marine and Atmospheric Sciences. Professor Millero joined the Rosenstiel School in 1965. His research has been focussed on using the physical chemistry of sea water to study oceanic processes. Through his scholarly activities in marine chemistry, Professor Millero has brought considerable recognition and honor to the University of Miami. It was *moved* and seconded to accept the recommendation of the Distinguished Faculty Scholar Committee. The *motion carried unanimously*.

Request from the College of Arts and Sciences to Rename the Bachelor of General Studies Degree to the Bachelor of Liberal Arts Degree

Professor Paul Blaney, Associate Dean of the College of Arts and Sciences, stated that the faculty of the College of Arts and Sciences requests to change the name of the Bachelor of General Studies Degree to the Bachelor of Liberal Arts Degree. It was *moved* and seconded to approve the request from the College of Arts and Sciences. The *motion was amended* to instruct the Registrar to designate on the transcript that the College of Arts and Sciences conferred the degree and that it was formerly named the Bachelor of General Studies Degree. The *motion as amended carried*.

Request from the School of Continuing Studies to Rename the Bachelor of Continuing Studies Degree to the Bachelor of General Studies Degree

Dean Carol Holden from the School of Continuing Studies stated that the School Council requests that the name of the Bachelor of Continuing Studies Degree be changed to the Bachelor of General Studies Degree. The Chair explained that while the University bulletin does not properly reflect the requirements for the present Bachelor of Continuing Studies degree, the School has a very strict set of requirements that are stronger and clearer than what appears in the original 1974 Legislation. The Chair complimented the Dean and

suggested that the new Bulletin should reflect these requirements. The Dean agreed to do so. It was *moved* and seconded to *amend* the request of the School of Continuing Studies to change the name of the Degree with the provision that the degree requirements reflect the current requirements and that the academic transcripts show that the degree is being offered by the School of Continuing Studies. *The motion as amended carried with one opposed.*

The Chair of the Senate informed the senators that the item on uniformity in employee benefits will be addressed by Mr. David Lieberman during the next Faculty Senate meeting.

At this point, the meeting moved into Executive Session to receive a confidential report from the Academic Standards Committee.

Wellness Center

Professor Carl McKenry, Chair of the Senate Athletic Committee, explained that the Committee is charged with the review of intramural athletics and recreational activities. He introduced Mr. Norman Parsons, Director of the Wellness Center. Mr. Parsons said that he viewed the Wellness Center as a learning community in its own right. The Center provides a unique opportunity for the faculty to do research and other work in the two classrooms. A computer lab, a conference room, and a human physiology lab are available for use at the Wellness Center.

Report from the Distinguished Faculty Scholar Committee

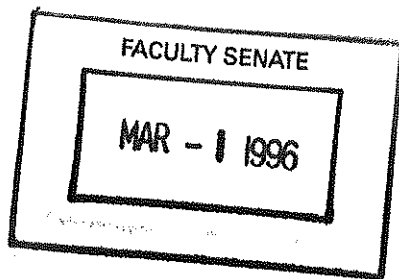
The Chair introduced Professor Howard Gordon, Chair of the Distinguished Faculty Scholar Award Committee. Professor Gordon stated that the Committee unanimously recommended Professor Frank J. Millero of the Division of Marine and Atmospheric Chemistry in the Rosenstiel School of Marine and Atmospheric Sciences. Professor Millero joined the Rosenstiel School in 1965. His research has been focussed on using the physical chemistry of sea water to study oceanic processes. Through his scholarly activities in marine chemistry, Professor Millero has brought considerable recognition and honor to the University of Miami. It was *moved* and seconded to accept the recommendation of the Distinguished Faculty Scholar Committee. The *motion carried unanimously*.

Request from the College of Arts and Sciences to Rename the Bachelor of General Studies Degree to the Bachelor of Liberal Arts Degree

Professor Paul Blaney, Associate Dean of the College of Arts and Sciences, stated that the faculty of the College of Arts and Sciences requests to change the name of the Bachelor of General Studies Degree to the Bachelor of Liberal Arts Degree. It was *moved* and seconded to approve the request from the College of Arts and Sciences. The *motion was amended* to instruct the Registrar to designate on the transcript that the College of Arts and Sciences conferred the degree and that it was formerly named the Bachelor of General Studies Degree. The *motion as amended carried*.

Request from the School of Continuing Studies to Rename the Bachelor of Continuing Studies Degree to the Bachelor of General Studies Degree

Dean Carol Holden from the School of Continuing Studies stated that the School Council requests that the name of the Bachelor of Continuing Studies Degree be changed to the Bachelor of General Studies Degree. The Chair explained that while the University bulletin does not properly reflect the requirements for the present Bachelor of Continuing Studies degree, the School has a very strict set of requirements that are stronger and clearer than what appears in the original 1974 Legislation. The Chair complimented the Dean and



Office of the Dean

MEMORANDUM

TO: PROF. KAMAL YACOB
CHAIRMAN, FACULTY SENATE

FROM: CAROL D. HOLDEN
DEAN, SCHOOL OF CONTINUING STUDIES

DATE: FEBRUARY 26, 1996

REF: BACHELOR OF GENERAL STUDIES

A handwritten signature in black ink, appearing to read "CDH".

I am very pleased that the Faculty Senate approved the name change for our degree from the Bachelor of Continuing Studies to Bachelor of General Studies. This makes a lot more sense. I want to thank you for your help and leadership in this matter and also for publicly complimenting the School for doing a good job. We work hard for our adult students and it is nice when it is recognized. We appreciate the support of the Senate. Thanks again.

School of Continuing Studies
Allen Hall
P.O. Box 248005
Coral Gables, Florida 33124-1610
305-284-3981 Fax: 305-284-4235

M E M O R A N D U M

DATE: February 2, 1996
TO: Barbara
FROM: Marcy Ullom
Associate Dean, School of Continuing Studies
RE: BCS Requirements

FACULTY SENATE**FEB - 2 1996**

Per your request, I am forwarding the course requirements for the BCS degree. These were reviewed by Faculty Senate in 1989 or 1990 shortly after we revamped the curriculum. Our School Faculty Council is kept apprised of any changes. If you have questions prior to the meetings, please advise.



Bachelor of Continuing Studies Degree Program

Admissions and Registration Procedures

1. Call the Adult Student Assistance Program (284-2727) in the School of Continuing Studies to schedule your admissions interview.
2. Complete the enclosed Application for Admission and submit it, along with the \$35 application fee, to:

Office of Admissions
University of Miami
P.O. Box 248025
Coral Gables, Florida 33124-4616
3. Request that official transcripts from all previously attended colleges or universities (or high school or its equivalent if you are a first-time college applicant) be sent to the Office of Admissions (address above) as quickly as possible.
4. Upon notification of your acceptance into the Bachelor of Continuing Studies program, meet with an advisor from the Adult Student Assistance Program to review distribution requirements, acceptance of transfer credit (where applicable), and the schedule of course offerings.
5. Officially register during the assigned times and submit payment of fees for the semester at one of the following locations:
 - Bursar's Office
Hours: Monday - Friday
8:30 a.m. and 5:00 p.m.
 - Allen Hall
Hours: 8:30 a.m. to 7:00 p.m.
Monday - Thursday
8:30 a.m. to 5:00 p.m.
Friday

Acceptance of Transfer Credit

Acceptance of transfer credit may be granted in most fields of study to applicants who have earned credit from other colleges or universities. The Office of Admissions, in conjunction with the School of Continuing Studies, has responsibility for evaluating transfer credit. Prospective students are encouraged to file their applications and supporting academic documents well in advance of the semester in which they plan to enroll.

Please note the following restrictions concerning the acceptance of transfer credit:

- No more than 64 credits may be transferred from a junior or community college.
- Upper division course requirements (300 level or above) at the University of Miami may not be satisfied with junior college courses.
- The University does not accept transfer credit for courses in which a grade of "D" (or the equivalent) was earned.
- Credits are not transferable from institutions that are not accredited by the appropriate regional accrediting association.
- Credits transferred from institutions not in existence long enough for regional accreditation must be validated by course work taken at the University of Miami.
- The last 45 credits applicable to meeting graduation requirements must be taken in residence at the University of Miami.

Degree Requirements for the Bachelor of Continuing Studies

A. Distribution Requirements: 54 - 60 credits

The courses shown below are required for graduation from the School of Continuing Studies and should be completed before taking more advanced work. When a specific course is designated as fulfilling a requirement, no substitution will be accepted without prior approval from a BCS advisor. When a specific course is not designated, students may select any courses that satisfy departmental requirements.

1) English Composition 3 - 6 credits

Candidates must complete English 105 and 106 within their first three semesters in residence. However, students with an acceptable score on the English placement test will be exempt from 105 and may enroll directly in English 106.

2) Foreign Languages 3 - 9 credits

Candidates must earn at least 3 credits in a foreign language at the 200 level or higher.

3) Mathematics and Computer Science 6 - 9 credits

Math 101 or an acceptable score on the math placement test is required. In addition, students must take either Math 103 (Finite Mathematics) or a math course approved by the advisor. Finally, a 3-credit course in Computer Science is also mandatory.

4) History and Social Sciences 15 credits

Degree candidates must earn 6 credits in a two-semester history survey sequence. In addition, students must earn 9 credits in at least two of the following disciplines: Anthropology; Communication; Economics; Geography; Politics and Public Affairs; Psychology; or Sociology.

5) Natural Sciences 6 credits

This requirement may be fulfilled with non-laboratory courses.

6) Humanities 21 credits

Required courses are noted. Other listed courses are recommendations, but students may select alternative courses outlined in the Undergraduate Bulletin to fulfill the additional 9 credits in Humanities.

a. Religious Studies 3 credits

REL 101, Introduction to Religion
(Required)

REL 151, Religion and Moral
Choices

REL 360, Religion and Bioethics

b. Fine Arts
3 credits

ARH 131 or 132, Survey of the History of Art (Required)

CPC 107, History of Photography

THA 481, Theatre History I

THA 482, Theatre History II

MCY 321, Music History and Literature I

MCY 322, Music History and Literature II

c. Philosophy
3 credits

PHI 101, Introduction to Philosophy (required)

PHI 211, Ancient Philosophy

PHI 212, Modern Philosophy

d. Literature
3 credits

ENG 201 or 202, World Literary Masterpieces*

ENG 211 or 212, English Literature*

ENG 213 or 214, American Literature*

*One of these 6 courses must be taken to meet the Literature requirement.

B. Interdisciplinary Colloquia
15 credits

The interdisciplinary colloquia serve as the core of the B.C.S. program. Designed to strengthen critical thinking and writing skills of the students, each course is taught by exceptional University of Miami faculty who are committed to the adult student. Each B.C.S. candidate will take 5 interdisciplinary colloquia, one from each of the following categories:

- (1) Ideas and Inquiry
- (2) The Creative Imagination
- (3) Science and Human Values
- (4) Historical Understanding
- (5) Research Seminar

C. Area of Concentration
30 credits

Every candidate for a degree must select an Area of Concentration. The candidate designs an Area of Concentration that meets his/her professional and personal goals. The program must meet final approval with a selected faculty member and the Director of the program.

D. Electives
15 credits

Students choose elective courses in consultation with their advisor to meet the 120 credit graduation requirement.

TOTAL: 120 credits

Course Load

Since the Bachelor of Continuing Studies is designed for adults with varied responsibilities who wish to pursue a degree part-time, students may carry no more than 9 credit hours per semester. Course selections for InterSession or other Special Academic Programs may be made in addition to the 9-credit semester limit.

Requirements for Graduation

Candidates for the Bachelor's degree must complete 120 credits hours for graduation. Of the total requirement, 45 hours must be at the Junior and Senior levels (300 or higher).

A 2.0 or higher cumulative grade point average is required for graduation. A 2.5 or higher grade point average in the Area of Concentration is also required.

Every student must take 4 (W) writing-oriented courses.

The last 45 credit hours must be earned in residence at the University of Miami.

Placement Exams and Credit Granted Toward Graduation

The University recognizes the wide variety of intellectual, cultural, and life experiences and provides several major programs which allow students to receive college level course credit for knowledge acquired through prior experience.

University of Miami Placement Tests and Proficiency Examinations

Placement tests in English and Math are administered to first-time college students, as well as to certain transfer students depending on their previous coursework. These tests are administered at the beginning of each semester, and the results become part of the student's record for use by academic advisors. These tests provide the necessary information about a student's academic achievement and background so that courses congruent with needs and abilities may be assigned.

Students who believe that they are qualified in certain courses offered by the University and are interested in placement and/or credit may take a departmental proficiency examination covering the course, providing such an examination is available.

College-Level Examination Program (CLEP)

Students may receive college credit for knowledge attained in employment, in education in non-accredited institutions, or in the armed

forces by taking examinations in the CLEP programs. There are two kinds of CLEP exams - general examinations and subject examinations.

Students are permitted to earn up to twenty-seven (27) credits from the CLEP General Examinations. These examinations are used to measure educational background, knowledge, and understanding of fundamentals of the liberal arts. These credits may count toward the University's general education requirements. The student must present the results of the general examination before enrolling, or he/she must take the general examination during their first semester.

Students may take CLEP Subject Examinations at any time prior to having been registered (whether for grade, credit, or audit) in the course for which credit by CLEP is being sought. However, NO credit for CLEP may be earned during the last 45 hours of residence at the University of Miami.

Note: The University does not award credit for CLEP foreign language results.

Tuition Information

To underscore its commitment to the adults in our community, the University of Miami is offering a special tuition to students in the Bachelor of Continuing Studies. This affordable tuition rate will enable adult, part-time students to attend the University. The tuition is substantially less than the University's standard tuition and competitive with the fees charged by other universities in South Florida.

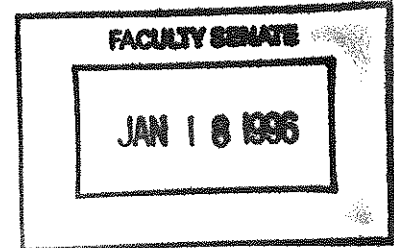
Working students may discover that their employer will reimburse them for all or part of their tuition. Please check with your organization's personnel office for details.

The School of Continuing Studies has limited scholarship funds available for adult students. Please inquire at 284-2727 for eligibility.

Some students may qualify for additional financial aid through the University's Office of Financial Assistance Services. Call 284-5212 for more information.



Office of the Dean



MEMORANDUM

TO: Dr. Kamal Yacoub, President
Faculty Senate

FROM: Carol D. Holden, Dean *CDH*
School of Continuing Studies

DATE: January 16, 1996

SUBJECT: Change of Name for BCS Degree

The Faculty Council of the School of Continuing Studies and I request a change of name for our undergraduate degree, the Bachelor of Continuing Studies. Reactivated in 1989 with a design more responsive to the adult learner, the Bachelor of Continuing Studies has tapped a market of adult students that we most likely would have lost to Barry or St. Thomas. Since 1989, we have enrolled more than two hundred students and have steadily graduated students.

We are now proposing a change of name for the degree from Bachelor of Continuing Studies to Bachelor of General Studies. We have been working with the College of Arts and Sciences for over a year to explore this name change and to coordinate a smooth transition as we rename our degree and they rename their Bachelor of General Studies degree. In conjunction with this memo, you should receive a similar memo from Dean Ross Murfin. The proposed change has been approved by all pertinent governing bodies within both the School of Continuing Studies and the College of Arts and Sciences. On behalf of our Faculty School Council, I respectfully request an approval for this name change.

cc: Professor Carl McKenry, SCS Faculty Council Senator
Dean Ross Murfin, College of Arts and Sciences
Provost Luis Glaser

School of Continuing Studies
Allen Hall
P.O. Box 248005
Coral Gables, Florida 33124-1610
305-284-3981 Fax: 305-284-4235

FAXED
3-3-93




Executive Vice President and Provost

MEMORANDUM

March 1, 1993

TO: Dr. William Whelan
Chairman, Faculty Senate

FROM: Luis Glaser
Executive Vice President 
and Provost

SUBJECT: Change of Name of Bachelor of Continuing Studies

The President continues to be concerned, as am I, about the inappropriateness of this name. I wonder whether anything has happened on this matter subsequent to my memorandum to you on November 3, 1992?

Thank you for your help.

LG:tmp

FAXED
11-6-92

CDFHI



Executive Vice President and Provost

MEMORANDUM

November 3, 1992

FAXED
3-4-93

TO: Dr. William Whelan
Chairman, Faculty Senate

FROM: Luis Glaser
Executive Vice President
and Provost

SUBJECT: Bachelor of Continuing Studies

For some time in discussions with the President as well as with Dean Holden, we have been concerned that the title Bachelor of Continuing Studies does not mean anything and perhaps even has the wrong connotations. All of us would like to suggest that the name be changed to Bachelor of Liberal Studies. Are there any objections to this?

LG:tmp

F, ch, WW



July 10, 1992

Professor Eugene C. Eckstein
Biomedical Engineering
219 MCA, 0621

Dear Gene:

Bylaws for the School of Continuing Studies

Here is another item of unfinished business that Barbara turned up in a perusal of Senate and Council minutes, which I asked her to conduct, so that we can, hopefully, clear away unfinished business.

This one concerns new bylaws for the School of Continuing Studies. I enclose pages of the relevant minutes of the Faculty Senate Meetings of April 15 and April 29, 1991. As I read it, there was a difference between the Senate and the Council in the matter of whether the School should have one or two Senators. The April 29 Minutes shows that the matter was deferred "until the Senate Council makes a recommendation to the Senate." This has never been acted on.

Of course, you could roll this into the question of the reorganization of the Senate. Over to you.

Yours sincerely,

William J. Whelan CA

William J. Whelan
Chair, Faculty Senate

WJW/ca

Enclosure (pages of minutes)

Report from the Task Force on Faculty Productivity and Reward System

It was agreed that the Senate Council would debate the report, develop a position, and make a recommendation to the Senate as early as possible.

Division of the Department of Teaching and Learning (Second Reading)

It was *moved* and seconded to accept the division of the Department of Teaching and Learning. The *motion carried*.

Bylaws for the School of Continuing Studies (Second Reading)

It was *moved* and seconded to defer this matter until the Senate Council makes a recommendation to the Senate. The *motion carried*.

Amendment to *Faculty Manual*, Section 9.6.2 (Second Reading)

It was *moved* and seconded to accept the amendment. The *motion carried*.

Senate Budget Committee Report

The Chairman informed the Senate that the annual report of the Budget Committee was attached to the agenda for this meeting.

Program in Environmental Studies

The Chairman reminded the Senate about the urgency of discussing the Environmental Studies Program. Professor Awad, Chairman of the Committee to review the program, summarized the discussions. There were three issues: 1) governance, 2) the role of the director; and 3) the curriculum. Governance would be determined by representatives from each of the schools. Major departments participating in the program would form a council to review all aspects of the program. The council would also review the candidates for directorship submitted by the Dean of the College of Arts and Sciences, and only with their approval would the Dean make the appointment. There is no resolution as to how the compensation would be made for members of those schools who participate and are not

April 24, 1991

TO: Faculty Senate

FROM: Michael Carlebach, Janet Martin, Carl McKenry

RE: School of Continuing Studies

We have decided to use the guidelines established by the Faculty Senate for the Graduate School as a model for the School of Continuing Studies. We feel the Bachelor of Continuing Studies degree should be supervised by faculty from the School of Continuing Studies. What is vital is that a School Council be elected, and that it have the powers enumerated in Part IV of the Charter.

CHARTER

4.1

old version:

The faculty of each school, including the Graduate School and the library, shall establish a Council as its executive agency....

new version:

The faculty of the library and of each school, including those holding secondary appointments in the Graduate School and the School of Continuing Studies, shall establish a Council as their executive agency. The Council shall be comprised of representatives from every school; they will serve for two-year, staggered terms.

BYLAWS

9.3

old version:

Appointment to the School's faculty shall be by means of one-year, renewable, secondary appointments. Full-time faculty members from other schools or Colleges may be nominated for a secondary appointment in the School by their departments, or the Dean of the School of Continuing Studies. Nominations are considered by the nominee's department, chairman, and dean. After recommendation from the School Council of the School of Continuing Studies, the Dean of the School of Continuing Studies extends the School's secondary appointments to faculty members. Secondary appointments are made at the same academic rank as the faculty member's regular appointment. The Dean may renew secondary appointments to the School upon recommendations from those members of the School Council equal or superior in rank to the candidate.

new version:

Appointment to the School's faculty shall be by means of three-year, renewable, secondary appointments. A full-time faculty member may be nominated for a secondary appointment in the School by the department chairperson, the Dean of undepartmentalized schools, or the Dean of the School of Continuing Studies. Faculty holding secondary appointments in the School shall (1) have achieved the highest academic degree in their discipline or have equivalent professional experience; (2) hold the rank of assistant professor or above in their primary department or school, and (3) have an interest in continuing studies. Nominees for secondary appointments are first considered by the School Council; the recommendations of the Council are forwarded to the Dean who may offer the appointments. Secondary appointments are made at the same academic rank as the faculty member's primary appointment. The Dean of the School of Continuing Studies shall renew secondary appointments upon the recommendation of the members of the School Council who are equal or superior in rank to the candidate.

9.4

old version:

The Faculty representation from the School shall be one member on the Faculty Senate, one member on the Academic Planning Committee, and one member on the Curriculum Committee. The Senator shall be elected by the School Council. Membership on the Academic Planning Committee shall be determined by Faculty Bylaw 4.2.

new version:

The faculty of the School of Continuing Studies shall elect one member to the Faculty Senate. In addition, the School Council shall appoint one member to the Curriculum Committee.

Division of the Department of Teaching and Learning (First Reading)

The Chair introduced the *motion* from the Senate Council to accept the School of Education's proposal to divide the Department of Teaching and Learning. Dean Simpson summarized the proposal to create a new Department of Special Education and Reading (SER) separate from the Department of Teaching and Learning (TAL). The Dean stated that this matter was discussed and approved unanimously by the School Council after being discussed by the faculty of TAL. The *motion to accept the proposal carried*.

Discussion of Provost's Memorandum on Allocation of Faculty Effort

Professor Alexandrakis informed the Senate that the Council had instructed him to invite the Deans to the Faculty Senate meeting to participate in the discussion of the memorandum on Allocation of Faculty Effort from the Provost to the Deans. He said that the *Faculty Manual* states that teaching allocations are to be established with the participation of the Faculty. In addition, the President had appointed a task force of the Issues Committee to study this issue. Professor DeSantis asked the Provost what reason prompted him to duplicate the effort. The Provost responded that he did not consider the discussions as a duplication of effort; instead it was an attempt to clarify expectations and to make sure that there is a uniform understanding of University current practices on teaching allocations, while the Issues Committee Task Force had broader goals. The President stated that he approved the Provost's memo and explained that the discussions were not intended to make policy, but to study University resources and to establish consensus. After the Provost explained the background of the meetings, several issues were discussed, among them the reasons for not inviting the faculty to the meetings, the process used to collect the data on Faculty Productivity presented to the Board of Trustees, and the different possible interpretations of the Provost's memo. Dean Wilson from the College of Arts and Sciences stated that he viewed the Provost's memo as a document to start a discussion and not as policy. It was *moved* and seconded to end the discussion until everyone receives a copy of the Faculty Productivity Report and then both documents will be addressed at the same time. After discussion the *motion carried*.

Bylaw of the School of Continuing Studies

Professor Carlebach explained to the Senate that the purpose of the Bylaws was to regularize the language in the *Faculty Manual* pertaining to the School of Continuing Studies. There are three different issues. The first one deals with the appointment of faculty in the School of Continuing Studies; the second with the election of a School Council; and the third with the election of senators to the Faculty Senate. The third point is the only one that differs from the recommendations of the Faculty Senate Council. The Senate Council recommended that the School have one senator elected, and the new version of the Bylaw recommends two to try to represent every segment of the University equally.

Discussion on the number of faculty at the School followed. It was suggested to change the last sentence of Section 9.3 to read as follows: The Dean of the School of Continuing Studies shall renew . . . It was *moved* and seconded to accept 4.1 and 9.3 as modified. The *motion carried*. It was *moved* and seconded to approve the old version of Section 9.4 after striking "renewable" on the first sentence and after changing the second sentence to indicate that senators shall be elected by the faculty of the School. The *motion carried*.

Student Proposal Regarding Calendar of Extracurricular Activities

The Chair introduced the *motion* from the Senate Council to accept a resolution to prohibit exams during Homecoming. The resolution included a recommendation to the Undergraduate Student Body Government and/or the Homecoming Committee to send to the Faculty a calendar of extracurricular activities. It was *moved* and seconded to accept the resolution. The *motion carried*.

Proposed Amendment to Bylaw Section 9.6.2

Professor Mary Coombs, member of Women Advisory Committee, explained to the Senate the proposed amendment. Discussion on the confidentiality of the promotion and tenure process followed. The *motion to accept the proposal carried*.

Report from the Senate Budget Committee

The Chairman of the Budget Committee, Professor Whelan, summarized the recommendations of the Committee to the Faculty Senate which were approved and passed to the Administration. They included salary increases and additional funds for library acquisitions. It was recommended that faculty salary increases should be constructed from three components, inflation, merit, and gap-closing. Professor Whelan explained the importance of gap closing between faculty salaries at the University of Miami and the mean of Class 1 private universities and also between schools at the University. As a result of the differences between schools, the Committee suggested different raises for different schools. Recommendations on the allocation for the Library acquisitions budget were made, but were not implemented by the Administration, and the underfunding of the library acquisition budget continues as a serious problem. Also, the Committee recommended the creation of a mandatory, adequate contingency sum of money in the budget to avoid mid-year cuts. Among the future goals of the Committee are the establishing of regular faculty involvement in the financial planning process, and the examining and reporting on all areas of major expenditures or liabilities such as the Employee Retirement Plan, fringe benefits and debt

Report from the Ad Hoc Committee
to review the School of Continuing Studies

Professor Michael Carlebach presented the report of the Ad Hoc Committee to review the School of Continuing Studies. The Committee recommended regularizing the election of faculty in the School and then electing a School Council. They also felt that the School should be represented in the Faculty Senate and the Senate Council following the model of the Graduate School. After discussion, it was agreed the School Council shall be comprised of representatives from every school to serve for three-year staggered terms. The representative to the Faculty Senate shall be elected by the School Council. There will be no Senate Council representative. Professor Carlebach will present the amended version to the Senate at its next meeting.

Tenure Review Board Membership

The Chairman informed the Council that there is one vacancy on the Tenure Review Board and the membership must be completed before the appeals are heard. After discussion, it was agreed that Professor Awad would nominate someone from the School of Medicine to complete the committee. The issue of size, permanent membership and rotating membership will be discussed at a later date.

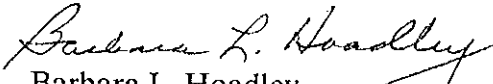
Matters from the Floor

In response to a query, Professor Seiler confirmed that the Library has sustained a \$200,000 cut - \$100,000 in books and \$100,00 in other areas.

Professor Green asked about the letter to come from the Provost regarding faculty salaries for the coming year. The Budget Committee has recommended to the Provost a 4% merit and 2% market pool raise for every school and the remaining 1% to be used to close the gap based upon the CUPA report.

There was discussion on the function of the Graduate School and the need for some form of quality oversight which could be the responsibility of an Associate Provost. It was suggested that the Senate leaders mention to the President that going forward automatically to fill the position of Dean may be premature since the question of whether or not to have a graduate faculty has not been resolved.

The meeting adjourned at 6:15 p.m.


Barbara L. Hoadley
Secretary to the Faculty Senate

January 25, 1991

TO: George Alexandrakis
FROM: Michael Carlebach, Janet Martin, Carl McKenry
RE: School of Continuing Studies

We have decided to use the guidelines established by the Faculty Senate for the Graduate School as a model for new guidelines for the School of Continuing Studies. We feel the Bachelor of Continuing Studies degree should be supervised by faculty from the School of Continuing Studies. What is vital is that a School Council be elected, and that it have the powers enumerated in Part IV of the Charter.

CHARTER

4.1

old version:

The faculty of each school, including the Graduate School and the library, shall establish a Council as its executive agency....

new version:

The faculty of the library and of each school, including those holding secondary appointments in the Graduate School and the School of Continuing Studies, shall establish a Council as their executive agency....

BYLAWS

9.3

old version:

Appointment to the School's faculty shall be by means of one-year, renewable, secondary appointments. Full-time faculty members from other schools or Colleges may be nominated for a secondary appointment in the School by their departments, or the Dean of the School of Continuing Studies. Nominations are considered by the nominee's department, chairman, and dean. After recommendation from the School Council of the School of Continuing Studies, the Dean of the School of Continuing Studies extends the School's secondary appointments to faculty members. Secondary appointments are made at the same academic rank as the faculty member's regular appointment. The Dean may renew secondary appointments to the School upon recommendations from those members of the School Council equal or superior in rank to the candidate.

new version:

Appointment to the School's faculty shall be by means of one-year, renewable, secondary appointments. A full-time faculty member may be nominated for a secondary appointment in the School by the department chairperson, the Dean of undepartmentalized schools, or the Dean of the School of Continuing Studies. Faculty holding secondary appointments in the School shall (1) have achieved the highest academic degree in their discipline or have equivalent professional experience; (2) hold the rank of assistant professor or above in their primary department or school, and (3) have an interest in non-traditional and continuing studies. Nominees for secondary appointments are first considered by the School Council; the recommendations of the Council are forwarded to the Dean who may offer the appointments. Secondary appointments are made at the same academic rank as the faculty member's primary appointment. The Dean of the School of Continuing Studies may renew secondary appointments upon the recommendation of the members of the School Council who are equal or superior in rank to the candidate.

9.4

old version:

The Faculty representation from the School shall be one member on the Faculty Senate, one member on the Academic Planning Committee, and one member on the Curriculum Committee. The Senator shall be elected by the School Council. Membership on the Academic Planning Committee shall be determined by Faculty Bylaw 4.2.

new version:

The faculty of the School of Continuing Studies shall elect two members to the Faculty Senate, one of whom shall serve on the Senate Council. In addition, the School Council shall appoint one member to the Curriculum Committee.

January 3, 1991

TO: George Alexandrakis
FROM: Michael Carlebach, Janet Martin, Carl McKenry
RE: School of Continuing Studies

We have decided to use the guidelines established for the Graduate School as a template for new guidelines for the School of Continuing Studies.

BYLAWS

current version:

9.3 Appointment to the School's faculty shall be by means of one-year, renewable, secondary appointments. Full-time faculty members from other schools or Colleges may be nominated for a secondary appointment in the School by their departments, or the Dean of the School of Continuing Studies. Nominations are considered by the nominee's department, chairman, and dean. After recommendation from the School Council of the School of Continuing Studies, the Dean of the School of Continuing Studies extends the School's secondary appointments to faculty members. Secondary appointments are made at the same academic rank as the faculty member's regular appointment. The Dean may renew secondary appointments to the School upon recommendations from those members of the School Council equal or superior in rank to the candidate.

new version:

9.3 Appointment to the School's faculty shall be by means of one-year, renewable, secondary appointments. A full-time faculty member may be nominated for a secondary appointment in the School by the department chairperson, the Dean of undepartmentalized schools, or the Dean of the School of Continuing Studies. Faculty holding secondary appointments in the School shall (1) have achieved the highest academic degree in their discipline or have equivalent professional experience; (2) hold the rank of assistant professor or above in their primary department or school, and (3) have an avowed interest in non-traditional and continuing studies. Secondary appointments are made at the same academic rank as the faculty member's primary appointment. The Dean of the School of Continuing Studies may renew secondary appointments upon the recommendation of the members of the School Council who are equal or superior in rank to the candidate.

old version:

9.4 The Faculty representation from the School shall be one member on the Faculty Senate, one member on the Academic Planning Committee, and one member on the Curriculum Committee. The Senator shall be elected by the School Council. Membership on the Academic Planning Committee shall be determined by Faculty Bylaw 4.2.

new version:

9.4 The faculty of the School of Continuing Studies shall elect two members to the Faculty Senate, one of whom shall serve on the Senate Council. In addition, the School Council shall appoint one member each to the Academic Planning and Curriculum Committees. Membership on the Academic Planning Committee shall be determined by Faculty Bylaw 4.2.

CHARTER

old version:

4.1 The faculty of each school, including the Graduate School and the library, shall establish a Council as its executive agency....

new version:

4.1 The faculty of the library and of each school, including those holding secondary appointments in the Graduate School and the School of Continuing Studies, shall establish a Council as their executive agency....

SENATE COUNCIL MEETING

April 23, 1990

PRESENT: Professors Alexandrakis, Awad, Carlebach, Clasby, DeSantis, Dreyer, Eckstein, Forman, Neider, Posnak, and Seiler.

ABSENT: Professor Burgess, Clingan, and Lopez-Gottardi.

Call to Order

The meeting was called to order at 2:00 p.m. by the Chairman. An excused absence was approved for Professor Brass. The minutes of March 19, 1990 were amended as follows: Before the Executive Session a sentence should be added indicating that the Executive Session minutes are on file in the Senate office. The minutes of April 9, 1990 were approved as submitted.

Academic Standards Report on Drop and Add Dates

Professor Connolly summarized the recommendations of the Academic Standards Committee on Drop and Add Dates as follows: First, the last date to add a course without permission of the instructor will be the sixth weekday of the semester to fulfill the requirement that all classes have met. Second, the last date to add a course with the permission of the instructor will be the 14th weekday of the semester. Third, the last day to drop a course without a "W" will be the 14th weekday of the semester. Fourth, the last day to drop a course with a "W" will be the 39th weekday of the semester. It was *moved* and seconded to accept the recommendations. The *motion carried unanimously*.

Academic Standards Committee Report on the Bachelor of Continuing Studies Degree

Professor Knoblock summarized the recommendations of the Academic Standards Committee. The Committee made the following recommendations: First, to change the name of the Bachelor of Continuing Studies to Bachelor of Liberal Studies and to transfer its academic home and supervision of the degree to the College of Arts and Sciences. Second, to establish a supervisory committee with elective representatives from the departments specified in the general requirements, with additional representatives appointed by the Dean of Continuing Studies in consultation with the Dean of the College of Arts and Sciences. Third, to allow administrative supervision of the degree to remain in the School of Continuing Studies. If the program is transferred to the College, present fiscal arrangements will remain in force, but may be modified by joint agreement of the Deans of the College of Arts and Sciences and the School of Continuing Studies. Fourth, to eliminate the present Faculty Manual language describing the School of Continuing Studies and make the School an administrative unit, without a faculty, charged with non-credit programs, special non-degree programs, and administrative responsibility for joint degree programs with other schools for adult and non-traditional students.

Dean Holden objected to the recommendations of the Academic Standards Committee. Professor Knoblock explained that the main issue was where the program should be housed. If the program was transferred to the College of Arts and Sciences then the name should also be changed. The second issue, Dr. Knoblock said, was that all academic programs have supervisory committees composed of the faculty who deal with the programs. The third issue was that the School Council was appointed instead of being elected. It was *moved* and seconded to accept the first recommendation. The *motion failed*. It was *moved* and seconded to accept the second recommendation. No vote was taken for the second motion. It was *moved* and seconded to defer the consideration of the third and fourth recommendations and to appoint a committee to draft new legislation for the School of Continuing Studies that defines the composition of its School Council and that in the interim current arrangements be permitted to continue. The *motion carried*.

Proposed Bylaw for Librarian Faculty Legislation

After discussion, it was *moved* and seconded to accept the proposal to establish a Librarian Faculty category with the exception of Section 6.2 which has to be re-written. The *motion carried*.

Matters from the Floor

It was *moved* and seconded that the Chair write a letter of appreciation to the students for their work sponsoring the celebrations of Earth Day. The *motion carried*.

Professor Alexandrakis introduced the request for a name change of the Department of Geological Sciences to the Department of Earth, Marine and Atmospheric Sciences. It was *moved* and seconded to include the request for a change of name in the next Senate agenda subject to approval by the Faculties of the College of Arts and Sciences and the School of Marine and Atmospheric Sciences. The *motion carried unanimously*.

The Provost summarized the Strategic plan as a conservative, transitional document. He explained that the Issues Committee and the sub-committees appointed will draft a different document defining how the University is expected to operate during the next decade.

When asked about the letters of intent sent to student athletes with low GPAs, the Provost assured the Council that the students were not going to be accepted to the University.

Meeting with the General Faculty

Professor Alexandrakis started the discussion of the procedures to follow for the meeting with the President and the Faculty on May 7th. After discussing the document that a sub-committee drafted to send to the Faculty before the May 2nd

BACHELOR OF CONTINUING STUDIES DEGREE PROGRAM

Under the leadership of the Office of Collegiate Studies, the School of Continuing Studies offers the Bachelor of Continuing Studies degree program, which provides a solid and rigorous, interdisciplinary academic experience for adult part-time students. It is designed specifically for adults who have previously attended college but not yet completed their undergraduate degrees, as well as for those who have never had the opportunity to pursue post-secondary studies. You are eligible for admission if you have graduated from high school at least four years ago, have not attended the University of Miami during the past calendar year, have a minimum of 2.0 grade-point average on previous college work, and are a U.S. citizen or permanent resident.

To underscore its commitment to the adults in our community, the University has established a generous financial assistance program which enables students to pursue this degree at an affordable tuition rate.

Our admissions process takes into consideration that one's grade-point average, while significant, is only one factor in determining an applicant's qualifications for acceptance. Therefore, an admissions interview with an adviser from the School of Continuing Studies will be scheduled to supplement the information you provide on the BCS application form, which may be obtained by calling the Adult Student Assistance Program (A.S.A.P.) at 284-2727.

THE EVENING DIVISION

The Evening Division, coordinated by the School of Continuing Studies, encompasses all University of Miami credit courses which meet after 4:30 p.m., excluding those offered by the Law and Medical Schools. Housed in Allen Hall on the Coral Gables campus, the Division offers over 400 academic courses each semester to enable working students the opportunity to fulfill their undergraduate or graduate degree aspirations at night. Additionally, adults may enroll as non-degree seeking students to sample a variety of courses or to concentrate on a subject of special interest.

The Evening Division faculty consists of regular University of Miami faculty members along with some adjunct professors from the community. Registration and academic counseling are conducted within the Division, in cooperation with the Office of Enrollment Services.

For more information, contact: The Evening Division, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000.

SUMMER SESSIONS

The University of Miami Summer Sessions offers over 400 credit courses, graduate and undergraduate, for students admitted either as degree students or in unclassified status as visiting students. The schedule of classes includes offerings from the Graduate School, Graduate School of International Studies, College of Arts and Sciences, College of Engineering, and the Schools of Architecture, Business, Communication, Continuing Studies, Education, Medicine, Music, and Nursing. The School of Law also offers an eight-week program, available to those who have been admitted to the School.

The Summer Sessions provide opportunities in almost every academic department, both on and off campus, for those who wish to augment their education. Classes are scheduled during the day and evening hours, and workshops are available in many areas of special interest. Several international programs are also offered during the summer. The faculty of Summer Sessions is selected from the regular faculties of the University; specialists from other institutions are invited to teach, as well.

Course offerings in the Summer Sessions are available for students beginning their college or graduate work, for those wishing to accelerate their study, and for those transferring from other colleges. In addition to regular students of the University who wish to attend the Summer Sessions, graduates of accredited high schools or guest students in good standing from other colleges or universities are eligible for admission.

During the summer, the University conducts two sessions of five-and-one-half weeks each. The dates of Summer Sessions are from the middle of May through the first week in August. In addition, one-, two-, and three-week course offerings are scheduled for specific student groups in a variety of subject matter. The Summer Sessions bulletin is published in March of each year and is available by contacting: The Office of Summer Sessions, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000 or 1-800-626-7173.

INTERSESSION '90

Interession '90 is an intensive, ten-day mini-semester that begins just prior to the Spring 1990 semester. Interession offers a variety of special topics, both undergraduate and graduate, and the opportunity to earn up to three hours of academic credit at a special tuition rate.

Interession's unusual format offers you an unprecedented opportunity to explore stimulating topics indepth, to enhance your knowledge, and to expand your perspective. You'll study with some of the University's most outstanding faculty and hear from a distinguished array of guest speakers. Last year, courses ranged from "Hemingway's Key West" to T.D. Allman's Miami, from ethics and the environment to entrepreneurship and engineering innovations, from social concerns to the future of U.S.-Latin American relations (taught by the former U.S. Ambassador to Panama).

With over 25 divisions and institutes, the School of Continuing Studies has become the leader in continuing education in South Florida and in much of the Caribbean. Each year, the School enrolls more than 25,000 adults in classroom activities and over 75,000 persons in conferences and special events.

The School is located primarily on three campuses—in Allen Hall, the University's newest training center and classroom building on the Coral Gables Campus; at the Koubek Center on the edge of "Little Havana"; and at the University's Conference Center in the heart of downtown Miami at the James L. Knight International Center overlooking Biscayne Bay. The School also offers a variety of credit and noncredit programs at numerous off-campus locations, including Fort Lauderdale, various counties throughout the state, the Caribbean, and abroad.

ADULT STUDENT ASSISTANCE PROGRAM (A.S.A.P.)

Offered through the School of Continuing Studies Division of Community Services, this new service is specifically for adults who are thinking about starting college, finishing a degree, or changing career fields. A.S.A.P. offers prospective students personal guidance in formulating their educational plans—how to get admitted to the University, what courses to take, how to brush up on rusty study skills and test-taking techniques, how to get around campus, and how to ease the transition into college.

For more information, contact: Dr. Marcy Ullom, The Adult Student Assistance Program, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, FL 33124, (305) 284-2727.

COLLEGIATE STUDIES

Under the leadership of the Office of Collegiate Studies, the School of Continuing Studies offers a rigorous undergraduate degree program, the Bachelor of Continuing Studies, to enable serious adult and parttime students the opportunity to take advantage of the resources that can only be provided by a major, private research university. Collegiate Studies also coordinates other interdisciplinary degree programs for nontraditional students at the graduate level. All matriculated students, including those designated as "Special Students," receive academic advising through the Adult Student Assistance Program (A.S.A.P.).

For more information, contact: Collegiate Studies, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, FL 33124, (305) 284-4000.

THE EVENING DIVISION

The Evening Division, coordinated by the School of Continuing Studies, encompasses all University of Miami credit courses which meet after 4:30 p.m., excluding those offered by the Law and Medical Schools. Housed in Allen Hall on the Coral Gables campus, the Division offers over 400 academic courses each semester to enable working students the opportunity to fulfill their undergraduate or graduate degree aspirations entirely at night. Additionally, adults may enroll as non-degree seeking students to sample a variety of courses or to concentrate on a subject of special interest.

The Evening Division faculty consists of regular University of Miami faculty members along with some adjunct professors from the community. Registration and academic counseling are conducted within the Division, in cooperation with the Office of Enrollment Services.

For more information, contact: The Evening Division, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000.

SUMMER SESSIONS

The University of Miami Summer Sessions offers over 400 credit courses, graduate and undergraduate, for students admitted either as degree students or in unclassified status as visiting students. The schedule of classes includes offerings from the Graduate School, Graduate School of International Studies, College of Arts and Sciences, College of Engineering, and the Schools of Architecture, Business, Communication, Continuing Studies, Education and Allied Professions, Medicine, Music, and Nursing. The School of Law also offers an eight-week program, available to those who have been admitted to the School.

The Summer Sessions provide opportunities in almost every academic department, both on and off campus, for those who wish to augment their education. Classes are scheduled during the day and evening hours, and workshops are available in many areas of special interest. Several international programs are also offered during the summer. The faculty of Summer Sessions is selected from the regular faculties of the University; specialists from other institutions are invited to teach, as well.

Course offerings in the Summer Sessions are available for students beginning their college or graduate work, for those wishing to accelerate their study, and for those transferring from other colleges. In addition to regular students of the University who wish to attend the Summer Sessions, graduates of accredited high schools or guest students in good standing from other colleges or universities are also eligible for admission.

During the summer, the University conducts two sessions of five-and-one-half weeks each. The dates of Summer Sessions are from the middle of May through the first week in August. In addition, one, two and three week course offerings are scheduled for specific student groups in a variety of subject matter. The Summer Sessions bulletin is published in February of each year and is available by contacting: The Office of Summer Sessions, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000 or 1-800-626-7173.

1984-85

SCHOOL OF CONTINUING STUDIES

and, Ph.D., Interim Dean.
 Administration, *Administrative Assistants to the Dean*.
 LaPrad, Director, *Conference Services*.
 Lichten, *Assistant Director, Conference Services*.
 Lichten, *Administrative Assistant*.
 Lichten, M.B.A., *Manager, Audio Visual Services*.
 Lichten, M.A., *Director, Intensive English*.
 Lichten, M.A., *Assistant Director, Intensive English*.
 Lichten, *Administrative Assistant*.
 Lichten, *Director, Johnson Memorial Center*.
 Lichten, *Director, Professional Development*.
 Lichten, M.A., *Director, Community Service*.
 Lichten, E.D.D., *Director, Community Service*.
 Lichten, M.A., *Assistant Director, Community Service*.
 Lichten, Ph.D., *Assistant Director, Special Projects*.
 Lichten, M.A., *Assistant Director, Educational Resources*.

School of Continuing Studies seeks to make available to all persons in Greater Miami areas in which they see interest and value. For applicants who do not seek a degree, the formalities are kept to a minimum. Degree candidates are required to conform to course requisites. Anyone not interested in credit may enroll as an audit student. The School supervises evening, Saturday, and late afternoon classes, excepting law. The schedules its classes: as do the College and other Schools of the University, on a semester basis. The regular semesters begin in August and January. In addition to the two semesters, there are two summer sessions with evening registration possible in both.

3 COURSES

School of Continuing Studies on the Main Campus offers more than 400 courses. In departments in the College of Arts and Sciences and the School of Business Administration, it is possible to complete a degree program entirely through evening work at the School of Education and Allied Professions, with the exception of the internship and many courses from the College of Engineering and the School of Music are also offering evening hours. Courses are offered in the following fields:

- Accounting
- Business Administration
- Business Law
- Business Management
- Business Organization
- Business Statistics
- Business Writing
- Chemical Engineering
- Computer Science
- Construction Management
- Electrical Engineering
- Elementary Education
- Engineering Science
- English
- Finance
- French
- General Business
- General Management and Organization
- History
- Industrial Engineering
- International Business
- International Management
- International Organization
- International Statistics
- International Writing
- Law
- Legal Engineering
- Legal Studies
- Library
- Management
- Management and Planning
- Mathematical Engineering
- Mathematical Studies
- Mathematical Writing
- Mathematics
- Mathematics and Computer Science
- Mathematics and Engineering
- Mathematics and Management
- Mathematics and Organization
- Mathematics and Statistics
- Mathematics and Writing
- Mathematics Education
- Mathematics Science
- Mathematics Studies
- Mathematics Writing
- Mathematics and Business Administration
- Mathematics and Business Management
- Mathematics and Business Organization
- Mathematics and Business Statistics
- Mathematics and Business Writing
- Mathematics and Business Administration and Management
- Mathematics and Business Administration and Organization
- Mathematics and Business Administration and Statistics
- Mathematics and Business Administration and Writing
- Mathematics and Business Administration, Management and Organization
- Mathematics and Business Administration, Management and Statistics
- Mathematics and Business Administration, Management and Writing
- Mathematics and Business Administration, Management, Organization and Statistics
- Mathematics and Business Administration, Management, Organization and Writing
- Mathematics and Business Administration, Management, Organization, Statistics and Writing
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning and International Business
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning and International Business and International Management
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning and International Business and International Management and International Organization
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning and International Business and International Management and International Organization and International Statistics
- Mathematics and Business Administration, Management, Organization, Statistics and Writing and Planning and International Business and International Management and International Organization and International Statistics and International Writing

- Geography
- Geology
- German
- Greek
- Health, Physical Education, and Recreation
- Hebrew
- History
- Industrial Engineering
- Italian
- Judaic Studies
- Latin-American Studies
- Management Science and Computer Information Systems
- Marine Biology
- Marketing
- Mathematics and Computer Science
- Mechanical Engineering
- Medical Technology
- Microbiology
- Music
- Nursing
- Ocean Engineering
- Philosophy
- Physics
- Politics and Public Affairs
- Portuguese
- Psychology
- Real Estate
- Religion
- Russian
- Sociology
- Spanish

REQUIREMENTS FOR THE BACHELOR OF CONTINUING STUDIES DEGREE

Unclassified students (CSX9) and part-time students currently enrolled in programs in Continuing Studies, and other adults submitting application, are eligible to request admission to the School of Continuing Studies as candidates for the Bachelor of Continuing Studies (BCS) Degree. The program leading to the BCS Degree is as follows:

- I. Admission
 - A. An applicant seeking admission to the program for the degree of Bachelor of Continuing Studies in the School of Continuing Studies will meet the requirements of the University of Miami as a regular degree candidate and will complete the forms provided by the Office of Admissions.
 - B. Each applicant must show the receipt of a high school diploma, or high school equivalency certificate, or transcripts of courses of studies at the college and university level where applicable.
 - C. The minimum age for admission to this degree program is 21 years.
 - D. Each applicant will pay the regular University admission fee.
- II. Orientation, Advisement and Placement
 - A. Once admitted to the University of Miami and the Bachelor of Continuing Studies program, students will be advised by the Director of the BCS Program and will begin a course of study toward the completion of 120 hours in the degree program. Credits may be earned by advanced Placement and CLEP Subject Examinations. The CLEP General Education Examination may be taken where applicable.

- B. The Director will keep a cumulative file on each student. Advisement will be concerned with helping the individual student to identify his/her strongest area of study in order to encourage enrollment in that area at the beginning of his/her program. The student's records of past attainment and present progress will remain available for review by both the advisor and the student at any time. Each student will have an advisor with whom a program of study will be planned.
- C. In the BCS program, a student registers for regular course offerings of the University with the approval of his/her advisor. All general University academic regulations will be in effect.
- Requirements for Graduation
- A. The candidate must complete 120 hours for graduation of which 24 must be in the Humanities, 24 in either the Social Sciences or the Natural Sciences, 30 hours in an Area of Concentration (to be determined by the student and his/her advisor) and 42 hours of electives. Of the total requirement, 56 credit hours of course work must be taken from a senior institution, and 45 hours must be at the Junior and Senior levels (300 or higher).
- B. Courses may be taken from any school or department in combination or in sequence, approved by the student's advisor or Dean with the provision that any unsatisfied prerequisites are either satisfied or waived by the school or department concerned.
- C. Students enrolled as candidates for the BCS Degree may apply for admission and transfer to other Schools or the College subject to the policies of that school or college to which he/she desires to transfer.
- D. Unclassified, non-degree seeking students may apply for admission to the BCS Degree Program at any time, but must fulfill the requirements of the School of Continuing Studies and have a 2.0 or better cumulative average.
- E. A 2.0 or better cumulative average is required for graduation, including a 2.0 or better cumulative average at the University of Miami.
- F. The last 30 credit hours must be earned in residence at the University of Miami. It is understood that this last 30 hours normally means credits earned through regular registration in course offerings. In rare exceptions, credits may be earned through Departmental proficiency examinations upon approval of the Dean and the Office of the Provost.

REQUIREMENTS AND CREDITS

School of Continuing Studies the requirements for degrees, prerequisites, and other requirements to degree programs conform with the regulations stated earlier in this *Bulletin*. Interested persons may register for courses of interest, degree candidates are required to regular entrance requirements and to observe normal prerequisites.

Courses offered in the School carry college credit unless the courses are specifically as carrying no credit. Adult Education non-credit courses are not applicable to

College credit will not be available to students registering after the first full week of regular class meetings. Interested persons may register as audit students with the permission of the instructor. An audit student has the privileges of one registered for college credit, but he/she is not obligated to fulfill class requirements or take examinations. Persons auditing a course are charged at a lower rate than those taking a course for credit.

REFUNDS AND CLASS CANCELLATIONS

Students who withdraw after registration may make application for a refund of tuition. The rate of refund for credit courses is on the following scale: up to and including two weeks, 30%; between two and three weeks, 60%; between three and four weeks, 40%; between four and five weeks, 20%. No refund is made after five weeks of any semester.

The University reserves the right to cancel any Adult Education courses in which fewer than 10 students are enrolled. A minimum of 12 students is required for courses at the Koubek Center. Courses in which fewer students are enrolled may be continued at the discretion of the Dean. Full refund of tuition is made for canceled courses only.

GRADUATE STUDY

Graduate courses in Arts and Sciences, Education and Allied Professions, Engineering, Architecture, Business Administration and Music are also available during the evening hours. Official admittance to the Graduate School is required before registration for any graduate evening class.

To facilitate graduate work for teachers, offerings of the School of Education and Allied Professions for in-service teachers are scheduled for the late afternoon, evening, and Saturday morning hours. It should be noted that courses numbered 500, 600 and 700 are open to graduate students.

ADULT EDUCATION AND NON-CREDIT COURSES

Dedicated to the philosophy that learning is a life-long process, the School of Continuing Studies offers Non-Credit courses to the adult student not requiring traditional academic credit. Enrollment is open to all mature students who feel they can benefit from a Continuing Studies program on a non-credit basis. Students may enroll in these courses without application for admission to the University.

Courses are held on the Main Campus, at Koubek Memorial Center, and at selected sites in the Miami area. Koubek Memorial Center presents various programs, short courses and institutes for the Hispanic-American population. Special goal-oriented workshops and seminars are conducted throughout the calendar year.

All programs are taught by highly qualified instructors in informal settings, affording the maximum of involvement and participation by the class. New programs and courses are arranged as community demand warrants. Areas of study include: Arts, Crafts, and Hobbies; Business; Business Computers; Mini/Microcomputers; Investments; Marine Celestial Navigation; Subtropical Nature Study; Investment; Wills, Trust, Taxes and Estate Planning; Freelance Writing; Hypnosis and Self-hypnosis; Illustration; Calligraphy; Suzuki Violin and Piano; French; German; Arabic; Spanish; Tennis; Yoga; Aerobic Dance, etc.

For further information, course suggestions, and/or a current Non-Credit Program Schedule, contact:

If you think U.M. only caters to 18-22 year olds, think again.

In response to the growing demand for an undergraduate degree program for adult, part-time students, the University of Miami announces the Bachelor of Continuing Studies.

Adults who have previously attended college but not yet completed their degrees, as well as those who have never had the opportunity to pursue post-secondary studies, are invited to apply.

Designed to prepare students not only for successful careers, but for life in an increasingly technological and international society, the program offers a rigorous, yet flexible, interdisciplinary curriculum which draws upon the academic strengths throughout the University. Classes are conveniently scheduled with the busy

adult in mind, and special advisory services are available.

To underscore its commitment to the local community, the University has also established a generous financial assistance program, which offers adult, part-time students an affordable tuition rate.

To learn more about pursuing your degree at U.M., plan now to attend our Open House on Wednesday, December 7 at 5:30 p.m. (to be held at the University's Faculty Club in Coral Gables, 1550 Brescia Avenue, near Red Road and U.S. 1.)

To R.S.V.P., return the coupon or call the Adult Student Assistance Program at 284-2727 or 284-4000.



Yes, I'm interested in the Bachelor of Continuing Studies degree program.

I plan to attend the Open House on December 7 at 5:30 p.m.

I am unable to attend; please call me to schedule a personal appointment with an advisor.

Please send me additional information.

Name _____

Address _____

City/State _____

Zip Code _____

Phone (Day) _____

Mail to:
 Adult Student Assistance Program
 School of Continuing Studies
 University of Miami, P.O. Box 248005
 Coral Gables, FL 33124

BGCH120486

THE SCHOOL OF CONTINUING STUDIES
for people with potential



Office of the Dean

Dr. George Alexandrakis
Chairman, Faculty Senate
325 Ashe Building
UM Coral Gables Campus

April 26, 1990

Dear George:

I am writing in regard to the meeting of the Senate Council on April 23 at which the BCS degree was discussed and a vote was taken to have it remain within the School of Continuing Studies. While I am generally pleased with the outcomes of the meeting, I have certain reservations about item #4 in the report submitted by the Academic Standards Committee.

In order to be fair and to assure discussions about the organization of the School in a neutral setting, I am requesting that no one from the present Academic Standards Committee be appointed to the new committee to study the process by which the School of Continuing Studies Faculty is selected and its School Council is organized. Some members of the Academic Standards Committee have already taken a point of view and voted to uphold it. Therefore, it would not be as likely that open discussions would take place and creative solutions to a complex and important problem be found if the committee were not truly neutral.

This is a matter that is of paramount importance to me. I am counting on your support as a colleague.

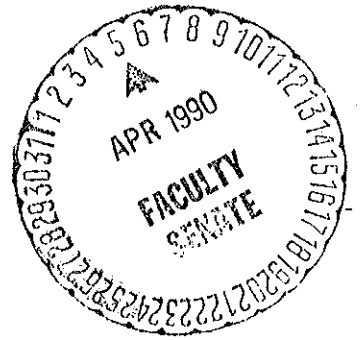
Sincerely,

A handwritten signature in cursive script that reads "Carol D. Holden".

Carol D. Holden

cc: Dr. J. Calvin Leonard
Dr. Luis Glaser

School of Continuing Studies
Allen Hall
P.O. Box 248005
Coral Gables, Florida 33124
(305) 284-4000



MEMORANDUM

April 5, 1990

TO: Dr. Ross Murfin, Vice Provost

FROM: Carol D. Holden, Dean SCS

CDH

RE: Memo to Dr. Knoblock

Ross, I am very disturbed by the insinuation made to you yesterday by Jane Connolly that I "backdated" the enclosed memo in which I outlined my position on the BCS and the School Council to Dr. Knoblock.

I asked that Cynthia Wulkan research her files to see when the copy I sent to the Provost was received and logged in. Please note that the date was February 14, only one day after it was written. I think the members of the Academic Standards Committee should be aware that members of their group have misrepresented the facts to you. I object to having my integrity questioned by my academic colleagues either to the administration or to other faculty members.

I am a new Dean here and am trying my best to work with the faculty and administration to increase the outreach efforts of this university. I need the support and best efforts of all concerned to return the School to financial stability and establish the credibility of our programs, both internally and externally. I hope the Senate will be sensitive to the really important issues at stake and allow me and the School to serve the adult part-time student population with the best the University has to offer.

Thank you for your help and support.

cc: Provost Luis Glaser
Dr. George Alexandrakis, Chairman of the Faculty Senate

\

The Bachelor of Continuing Studies

A Report of the Faculty Senate Academic Standards Committee¹

28 March 1990

I. Historical Perspective.

The Bachelor of Continuing Studies (BCS) was approved by the Faculty Senate, the President, and the Board of Trustees in 1971. According to a memorandum (Appendix A) from Calvin Leonard, the Associate Dean of Continuing Studies, the program had a significant number of students in it, the revenues went into the General Tuition Account, and Continuing Studies simply administered the program for "brownie points." In the same memorandum, Dr. Leonard states that President Foote told him in the Fall of 1983 to "put the BCS on hold," and that the degree was "reactivated" in the Fall of 1987. There appears to be no written documentation concerning the suspension or reactivation of the degree. The degree was listed in the 1984-85 *Bulletin* under the heading "Requirements for the Bachelor of Continuing Studies Degree," but the three subsequent *Bulletins* contain no listing. A degree listing reappeared in the 1988-89 *Bulletin* under the heading "Collegiate Studies" and was described in one sentence (Appendix B).

On 9 June 1988 Continuing Studies submitted a report to the President and the Provost entitled *The Bachelor of Continuing Studies: A Plan for the Future* (Appendix C); it was submitted with revisions to the Faculty Council of Continuing Studies on 14 September 1988. This report actually seems to be a proposal: it refers to the "proposed Bachelor of Continuing Studies degree" (p.17) and contains a rationale for the degree, a description of the degree and requirements for graduation, admissions standards and advising, historical background, and a competitive analysis. According to some members of the Faculty Council, the Council was under the impression that the proposal was for a new degree and that it would be submitted to the Faculty Senate for approval. One member also stated that they were told by Dennis Tarr (then Dean of Continuing Studies) that the degree had been approved by David Wilson, Dean of Arts and Sciences. According to Dean Wilson, he never approved the degree; he indicated that he had one meeting with Arthur Brown, then Director of the Division of Collegiate Studies, in which he outlined his objections and concerns regarding the BCS.

On 4 December 1988 *The Miami Herald* contained an advertisement (Appendix D) for the degree that began: "If you think U.M. only caters to 18-22 year olds, think again. In response to the growing

¹Will Betsch, Jane Connolly (co-chair), Michael Connolly, Marion Jefferson, Dennis Kam, John Knoblock (co-chair), William Pardo, Paul Posnak, Howard Pospesel, Kenneth Smith, Richard Thurer, Benjiman Webb.

demand for an undergraduate degree program for adult, part-time students, the University of Miami announces the Bachelor of Continuing Studies." This advertisement clearly presents the BCS as a new degree designed to meet the demands of the community.

The Academic Standards Committee began its investigation of the BCS in Spring of 1989. The investigation has been a long and arduous one due to conflicting reports of the parties involved, a lack of written documentation, and the change of leadership in Continuing Studies. In order to complete the report, individual members of the Committee have interviewed Arthur Brown, Carol Holden, Cal Leonard, Marcy Ullom, and David Wilson. Additionally, the latter four individuals discussed the BCS with the Committee on 31 January 1990.

II. The Degree.

In the 1980s 15 students completed the BCS. Of these two were graduated without completing the necessary credit hours (one completed 115cr. and one 119cr.). As of 22 January 1990 there were 85 students enrolled in the program. Of these twenty-five students are not matriculated this semester, and fifteen of the twenty five have not taken courses since enrolling in the BCS.

1. Tuition.

In the *Plan* it is stated that one of the benefits that the BCS can offer UM is "the obvious ability to garner new, additional net revenue" (p.5). The *Plan* (p.19) also argues that, in order to attract this new revenue, the tuition must be competitive with FIU, Barry, Nova, and St. Thomas. Information sheets sent to prospective students (Appendix E) state: "To underscore its commitment to the adults in our community, the University of Miami is offering a special tuition to students in the Bachelor of Continuing Studies. ... The tuition is substantially less than the University's standard tuition." The BCS tuition rate, which is not stated in these sheets or in the *Bulletin*, is \$495 per course, one third of the \$1434 paid by every other undergraduate. This rate will increase to \$600 next year, when other undergraduates will experience an increase of 9.8% in their tuition.

The Committee finds this reduced tuition rate, which is described as "financial assistance" in one document provided by the Provost (Appendix F), to be questionable on several grounds. Dean Holden stated to this Committee that she does not believe that the BCS will ever have more than 100-150 students. If one of the benefits of the BCS is to tap an affluent sector of the community (*Plan*, p.4) in order to provide revenue for UM, then it seems that 100-150 students paying a tuition reduced by two thirds will do little to achieve this goal. More importantly, however, this special "financial assistance" is unfair to those students paying the regular tuition rate to attend the same classes in which BCS students enroll. Additionally, there is a risk that full-paying students may be "pushed out" of courses in which BCS students have

been allowed to enroll. This semester 15 of the 60 matriculated BCS students (25%) are enrolled in courses given during peak hours (8:30-2:30), which causes the Committee to wonder if regular tuition payers had to be turned away from these courses.

2. Admission requirements.

The 1989-90 *Bulletin* (Appendix G) states that students are eligible for admission if they have "graduated from high school at least four years ago, have not attended the University of Miami during the past calendar year, have a minimum of a 2.0 grade-point average on previous college work..." None of these requirements are indicated on the information sheets sent to prospective BCS students (Appendix E). In a memorandum (Appendix E) Marcy Ullom, Director of Collegiate Studies, states that she occasionally overrides the GPA requirement when there are mitigating circumstances: grades were earned several years ago, "life" circumstances (divorce, move, family) affected GPA, or the individual demonstrates motivation and commitment. These students are limited to a 6 credit load (the maximum load is nine credits) and is required to earn a B average; BCS transcripts reveal that students with doubtful credentials have taken no more than 6 credits.

The Committee is concerned, however, about the relaxation of the entrance requirements, especially since the BCS students are in the same classes as regular undergraduates who are required to meet much stricter admissions standards (high-school GPA, SAT/ACT scores, letters of recommendation, etc.). A review of student records shows that a number of students in the BCS program earned grades of "D" and "F" at other colleges as recently as 1986-89, which causes us to question how long ago "several years" is and what constitutes "motivation and commitment." The relaxation of standards is especially troublesome in the following five cases where the student has shown inability to succeed at the University of Miami:

- student 1: attended UM for 7 semesters (F79-F82), never attained a 2.0; admitted to BCS while on academic probation with a CGPA of 1.671.
- student 2: attended UM for 10 semesters (S82-F88), never attained a 2.0; admitted to BCS while on academic probation with a CGPA of 1.667.
- student 3: attended UM for 1 semester (F83), attaining a CGPA of 1.750.
- student 4: enrolled at UM S83; attended UM for 2 semesters (S87-F87), never attained a 2.0; admitted to BCS while on academic probation with a CGPA of 1.150.
- student 5: attended UM for 23 semesters (S68-2ndS86), on probation for 7 semesters (with 12 Incompletes still on record); admitted to BCS in F86 (when BCS was suspended); has taken 3 courses (F86, 2ndS89, F89), receiving grades

of I, D, C-.

Given these students' erratic performance at UM, their readmission seems unpromising. Only student 5 has taken courses since readmission and, after a twenty-two year history at UM, has shown himself still to be incapable of college-level work.

The requirement that an applicant must not have attended UM during the previous calendar year is being observed. However, it must be pointed out that this requirement does not prohibit the student from having attended UM during the previous 365 days. Several students have entered the BCS who were enrolled in other schools during the previous year, and even the previous semester. For example: one student who was enrolled in Communications and two enrolled in Arts and Sciences in F88 became BCS students in S89. The ability of students to transfer from one undergraduate school to the BCS within a semester (or even a year) represents a revenue loss not only for the individual schools but for the University, for the students will be paying one third of the tuition they previously paid.

3. Degree requirements.

The degree requirements (*Plan*, pp.8-12) have been made more rigid than those outlined for the BCS approved in 1971 (see Appendix B of *Plan*), but the completion of the degree is problematic and, in most cases, seems impossible. (Estimates for completion of the degree range from 9 to 15 years). Several members of Continuing Studies have indicated that the majority of BCS students will be enrolled in evening courses, but a comparison of the degree requirements with the 1989-90 *Schedule of Classes* reveals that very few of the required courses are given in the late afternoon or evening. A sampling of the conflict between BCS requirements and actual course offerings follows:

BCS requirement

Course offering

History:

6 cr. in a two-sem.

History survey

HIS 101-102, 121, 131, 161
not offered in late afternoon
in 89-90

Literature:

3 cr. (ENG 201,202,211
212,213,214)

courses not offered in late
afternoon in 89-90

Humanities:

21 cr; required: REL 101,

ARH 131, 132 not offered in
late afternoon in 89-90; one

ARH 131 or 132, PHI 101

section PHI 101 and one
unlisted section REL 101²

electives: REL 151,430,
GER 311,312

not offered 89-90

CPC 107, THA 481,482,
MCY 321, 322, PHI 211,
212, FRE 401,402, SPA 253,
254, 353, 354, 401, 402

not offered in late afternoon
in 89-90

ile BCS students may be able to find enough courses to take at
e 100- and 200-level, it seems likely that they will encounter
eat difficulty taking courses at the 300+ level since these
urses are frequently given during the day and usually offer only
e section.

The Plan (p.7) states: "As the degree program develops and
rollments increase, the School of Continuing Studies will have
work in even closer collaboration with the other schools and
lleges to encourage the systematic offering of courses, at
exible times, needed for the completion of the Bachelor of
ntinuing Studies." All of the required courses and the majority
the electives are given in the College of Arts and Sciences.
an Wilson has expressed concern that, since many evening courses
e already at capacity, any increase in the number of BCS students
ll necessitate additional sections; moreover, in order to enable
S students to complete the degree, many courses normally given
ring the day would have to be offered in the evening. In order
cover the additional courses and sections, the College would
ve to increase its dependence on part-time instruction, which
uld jeopardize the quality of not only the BCS but the entire
dergraduate program. Furthermore, restructuring the Arts and
iences course offerings for the expedience of BCS students would
at the inconvenience of the majority of undergraduates.

The Plan (p.7) also states that courses will be given "on
ekends and at off-campus locations, such as the Knight Center
d in Fort Lauderdale, as the market demand dictates." There is
indication as to what courses these might be, who would teach
em, and what unit of the university would pay for them.

All BCS students are required to take five interdisciplinary
lloquia which are described as the core of the BCS program:
deas and Inquiry," "The Creative Imagination," "Science and Human
lues," "Historical Understanding," and "Senior Seminar" (Plan,
12). These colloquia will be open only to BCS students (Plan,
6). Since these courses are described as the "core" of the

²23 BCS students are enrolled in REL 101J, which is not
sted in the *Schedule of Classes*. This committee wonders if
is is special section for BCS students. If so, what unit of
e university is paying for it?

le
.l
n
le
.
n
i.
.
le
le
a
st

se
to
or
is
C
.
is
y
id
.

le
ch
a
n
re
le
of
ch
is

le
s.
of
le
id
is
re
ed
je

Council, especially since the bulk of BCS courses are taught by Arts and Sciences faculty. Although the College will eventually share equally in the BCS revenues, it currently receives only one-third of the revenues when it teaches the majority of the courses.

IV. Conclusions.

The BCS degree as it currently exists clearly presents a number of troublesome problems. A summary of the major areas of concern follows: It is not the degree approved by the Faculty Senate in 1971, and its revisions have not been approved by a duly constituted School Council; consequently the program has no legitimate faculty consent or supervision. The admission standards for candidates are low, especially when compared to those applied to regular undergraduate applicants. The discounting of tuition by two thirds seems unwise and unfair since the BCS students are paying for the same courses as other undergraduates; moreover, students have transferred into the BCS from other programs, resulting in a revenue loss for UM. The degree requirements are strict, but it seems unlikely that candidates will be able to meet them; in order to do so, other schools will have to rearrange their course offerings and depend on increased part-time instruction. The core colloquia and areas of concentration are nebulous. The faculty of Arts and Sciences, who have the primary responsibility of teaching BCS students, object to the constitution and substance of the program.

This Committee believes that "part-time, non-traditional students" have a place at UM, but only if their presence does not compromise the educational experience we wish to offer our undergraduates and the reputation for academic excellence we hope to achieve. The BCS as it now exists threatens to impinge on both areas. If the University is to recruit these students, it must do so with a view to integrity and quality. Due to the numerous problems outlined in this report, the Committee does not feel that the BCS as it is currently offered and administered is the appropriate vehicle for this recruitment.

V. Recommendations.

The Academic Standards Committee recommends that the Faculty Senate:

- 1) Change the name of the BCS to Bachelor of Liberal Studies and transfer its academic home and supervision of the degree to the College of Arts and Sciences. Changes in the program will be subject to normal faculty approval.

- 2) Establish a supervisory committee for the degree. This committee will be composed of elected representatives from the departments specified in the general requirements, with additional representatives appointed by the Dean of the College in consultation with the Dean of Continuing Studies.

3) Allow administrative supervision of the degree to remain in the School of Continuing Studies. Present fiscal arrangements will remain in force, but may be modified by joint agreement of the Deans of the College of Arts and Sciences and the School of Continuing Studies.

4) Eliminate the present *Faculty Manual* language describing the School of Continuing Studies and make the School an administrative unit without a faculty charged with:

a. non-credit programs

b. special non-degree programs

c. administrative responsibility for joint degree programs with other schools for adult and non-traditional students.



Office of the Dean

M E M O R A N D U M
January 16, 1990

TO: Michael Connally, Ph.D.
Dennis Kam, D. M. A.

VIA: Carol D. Holden
Dean, School of Continuing Studies

FROM: J. Calvin Leonard *JCL*
Associate Dean, School of Continuing Studies

TOPIC: Bachelor of Continuing Studies/Faculty Senate
Inquiry

Marcy Ullom is preparing a memo to bring you up to date on the BCS in its revitalized status since she was involved in it from the beginning. What I want to do is give you some background information so you can understand the nature of events.

The BCS was approved by the Faculty Senate at a meeting held on March 22, 1971. It was further approved by the President and the Board of Trustees in September 1971. I am attaching the requirements for that BCS degree as originally conceived.

The program continued with a significant number of students without any special consideration given to any School or College in sharing revenues, etc. The tuition went into the General Tuition Account, the School of Continuing Studies simply administered the program for part-time students, and we received "brownie points".

It continued without incident until the fall of 1983 when President Foote at a meeting of the Dean's Council and the Long Range Planning Committee, in an aside to me while discussing the AA degree, said: "The AA degree is not appropriate to the University of Miami. Cal, I want you to abolish it. In addition, put the BCS on hold." The BCS was later reactivated in the fall of 1987.

Page 2

According to Cliff Alloway, who has been active in the Faculty Senate and is a well-known member of the faculty of the School of Law, by-laws are not necessary for a School. The School of Law operates without by-laws for its faculty and functions under the rules and regulations of the University of Miami as they relate to faculty governance.

JCL/mr

With over 25 divisions and institutes, the School of Continuing Studies has become the leader in continuing education in South Florida and in much of the Caribbean. Each year, the School enrolls more than 25,000 adults in classroom activities and over 75,000 persons in conferences and special events.

The School is located primarily on three campuses—in Allen Hall, the University's newest training center and classroom building on the Coral Gables Campus; at the Koubek Center on the edge of "Little Havana"; and at the University's Conference Center in the heart of downtown Miami at the James L. Knight International Center overlooking Biscayne Bay. The School also offers a variety of credit and noncredit programs at numerous off-campus locations, including Fort Lauderdale, various counties throughout the state, the Caribbean, and abroad.

ADULT STUDENT ASSISTANCE PROGRAM (A.S.A.P.)

Offered through the School of Continuing Studies Division of Community Services, this new service is specifically for adults who are thinking about starting college, finishing a degree, or changing career fields. A.S.A.P. offers prospective students personal guidance in formulating their educational plans—how to get admitted to the University, what courses to take, how to brush up on rusty study skills and test-taking techniques, how to get around campus, and how to ease the transition into college.

For more information, contact: Dr. Marcy Ullom, The Adult Student Assistance Program, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, FL 33124, (305) 284-2727.

COLLEGIATE STUDIES

Under the leadership of the Office of Collegiate Studies, the School of Continuing Studies offers a rigorous undergraduate degree program, the Bachelor of Continuing Studies, to enable serious adult and parttime students the opportunity to take advantage of the resources that can only be provided by a major, private research university. Collegiate Studies also coordinates other interdisciplinary degree programs for nontraditional students at the graduate level. All matriculated students, including those designated as "Special Students," receive academic advising through the Adult Student Assistance Program (A.S.A.P.).

For more information, contact: Collegiate Studies, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, FL 33124, (305) 284-4000.

THE EVENING DIVISION

The Evening Division, coordinated by the School of Continuing Studies, encompasses all University of Miami credit courses which meet after 4:30 p.m., excluding those offered by the Law and Medical Schools. Housed in Allen Hall on the Coral Gables campus, the Division offers over 400 academic courses each semester to enable working students the opportunity to fulfill their undergraduate or graduate degree aspirations entirely at night. Additionally, adults may enroll as non-degree seeking students to sample a variety of courses or to concentrate on a subject of special interest.

The Evening Division faculty consists of regular University of Miami faculty members along with some adjunct professors from the community. Registration and academic counseling are conducted within the Division, in cooperation with the Office of Enrollment Services.

For more information, contact: The Evening Division, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000.

SUMMER SESSIONS

The University of Miami Summer Sessions offers over 400 credit courses, graduate and undergraduate, for students admitted either as degree students or in unclassified status as visiting students. The schedule of classes includes offerings from the Graduate School, Graduate School of International Studies, College of Arts and Sciences, College of Engineering, and the Schools of Architecture, Business, Communication, Continuing Studies, Education and Allied Professions, Medicine, Music, and Nursing. The School of Law also offers an eight-week program, available to those who have been admitted to the School.

The Summer Sessions provide opportunities in almost every academic department, both on and off campus, for those who wish to augment their education. Classes are scheduled during the day and evening hours, and workshops are available in many areas of special interest. Several international programs are also offered during the summer. The faculty of Summer Sessions is selected from the regular faculties of the University; specialists from other institutions are invited to teach, as well.

Course offerings in the Summer Sessions are available for students beginning their college or graduate work, for those wishing to accelerate their study, and for those transferring from other colleges. In addition to regular students of the University who wish to attend the Summer Sessions, graduates of accredited high schools or guest students in good standing from other colleges or universities are also eligible for admission.

During the summer, the University conducts two sessions of five-and-one-half weeks each. The dates of Summer Sessions are from the middle of May through the first week in August. In addition, one, two and three week course offerings are scheduled for specific student groups in a variety of subject matter. The Summer Sessions bulletin is published in February of each year and is available by contacting: The Office of Summer Sessions, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000 or 1-800-626-7173.

The Bachelor of Continuing Studies:

A Plan for the Future

First submitted by the
School of Continuing Studies

to

The President and Provost

on June 9, 1988

Submitted with revisions to the

School of Continuing Studies

Faculty Council

September 14, 1988

Table of Contents

- I. Rationale for the Degree
- II. Description of the Degree and Requirements for Graduation
- III. Admissions Standards and Advising
- IV. Historical Background and the Planning Process
- V. Competitive Analysis and the Importance of Pricing

Appendix A - School of Continuing Studies Faculty Council

Appendix B - Legislative Documents

"The unexamined life
is not worth living."

-- Socrates

I. Rationale for the Degree

National Trends

- A. Part-time nontraditional students are becoming the majority on university campuses across the country. The National Center for Educational Statistics reports that in 1987 nearly 47 percent of all college students in the United States were part-time, and that before the year 2000, the nontraditional student will become the majority.
- B. The trend for universities to serve the adult student will continue for the next two decades, and beyond. With the traditional college-age pool of students continuing to decline, as women in increasing numbers enter the workforce, as technological change accelerates, as the baby boom generation matures, and as the need to retrain for productive careers continues to multiply, universities are finding the adult population a source for new revenue and faculty renewal, as well as a critical component of their collective futures.

- C. Even the most exclusive universities are treating nontraditional students and programs as integral parts of the educational enterprise, not as marginal remnants at the edge of university affairs. At Harvard, Derek Bok claims nontraditional students, this year over 52,000 of them, "...are returning us to the medieval university, where people of all ages gathered for study and learning." These older students range from "...busboys and congressmen to persons in retirement with unfinished intellectual business to pursue." The same is true at Columbia, the University of Pennsylvania, Duke, Johns Hopkins, Tulane, Washington University, and other comparable private institutions.
- D. Almost universally, the view is that adult participation, the graying of the American campus, has enhanced the quality of intellectual life. Not only do older students bring with them a maturity and seriousness of purpose which provides a strong model for younger students, but the caliber of the papers presented and the contributions made from their own experience add immeasurably to the intellectual exchange in and beyond the classroom.

Local Trends

- A. The fastest growing age group in Dade and Broward Counties continues to be the 25 to 44 year olds. By 1990 that age bracket will reach 600,000 strong in Dade County alone, representing a 68 percent increase since 1980.

- B. Most importantly, nearly 300,000 persons in Dade and Broward Counties over 21 years of age have had some college but have never completed their degree. Since large numbers of these persons have incomes of over \$30,000, they represent an enormous market potential for the University of Miami.

- C. Over the past five years, however, the University of Miami has witnessed a decrease in its percentage of part-time students from 12.6 percent to 9.7 percent of its total undergraduate student body. Losing this share in the marketplace is not surprising given the University's concentrated effort in the past five years to downsize total numbers, raise tuition, concentrate on the 18 to 21 year old, increase admission standards, and, for the time being, put "on hold" the only degree program in the University's arsenal specifically designed for the part-time student -- the Bachelor of Continuing Studies.

D. Meanwhile, the local competition (Florida International University, Barry, St. Thomas, and Nova), responding to the demographic shifts in the region, has begun to serve the nontraditional student population. However, given the size of the adult segment of the population, and its relative affluence, there is considerable room for the active participation in this arena of the area's most prestigious, private, research University.

Therefore, it is strongly recommended that the University of Miami, through its School of Continuing Studies, provide a solid undergraduate degree program for the part-time nontraditional student.

Benefits to the University

Serving the part-time nontraditional student population brings certain benefits to the University, including, but not limited to:

- the renewal of faculty who escape the insularity and parochialism of teaching only the 18 to 21 year old,
- the enhancement of the learning process through the intergenerational mix of students in the classroom,

- the strengthening of the University's "town-gown" relationship by providing educational services to the immediate community,
- the maximization of university facilities, utilizing vacant space at off-peak periods to generate incremental income,
- the expansion of the University's local alumni base with implications for fundraising and voluntary service to the University,
- the increased opportunity for corporate involvement and the solicitation of major gifts and scholarships,
- the built-in recruitment possibilities for graduate and professional degree programs, and
- the obvious ability to garner new, additional net revenue to supplement the University's financial base.

II. Description of the Degree and Requirements for Graduation

Under the leadership of Dr. Arthur Brown, and with the cooperation and assistance from distinguished faculty within the College of Arts and Sciences and several other schools, the Bachelor of Continuing Studies has been greatly strengthened and reorganized. In particular, the course requirements of the degree, as well as the admissions standards and the advising functions, have been enhanced significantly to provide a solid and rigorous academic experience for part-time students who seek broad, interdisciplinary paths to knowledge.

From Socrates to the contemporary corporate executive, there is a consensus that liberal and interdisciplinary studies are the best preparation for life and a successful career. The Bachelor of Continuing Studies, specifically, adheres to the values of the liberal arts education at the undergraduate level and takes advantage of the strengths among the faculty and disciplines of several colleges and schools within the University.

What makes this degree even more valuable is the interdisciplinary nature of some of the required coursework. Designed to stimulate the mind in such conceptual areas as ideas and inquiry, the creative imagination, science and human values, and historical understanding, the four interdisciplinary colloquia, open only to B.C.S. candidates, will afford students opportunities to explore the interrelatedness of all knowledge under the direction of distinguished faculty. Additionally, the Senior Seminar will serve as a capstone to the degree program.

To oversee the development of the curriculum and to ensure its academic quality, the School's Faculty Council will have responsibility for recommending colloquia themes and selection of faculty. Composed of 17 senior faculty from nine of the University's schools and colleges (see Appendix A), the Council's membership offers a breadth of scholarship and intellectual diversity, and commands the respect of their colleagues beyond individual disciplines and schools.

To make the Bachelor of Continuing Studies accessible to the part-time learner, courses will be offered not only at night, but also on weekends and at certain off-campus locations, such as the Knight Center and in Fort Lauderdale, as market demand dictates. For corporations willing to guarantee a certain minimum enrollment, we could also hold classes on-site for employees at the workplace.

As the degree program develops and enrollments increase, the School of Continuing Studies will have to work in even closer collaboration with the other schools and colleges to encourage the systematic offering of courses, at flexible times, needed for the completion of the Bachelor of Continuing Studies.

The Bachelor of Continuing Studies Degree Requirements

A. DISTRIBUTION REQUIREMENTS:

54 - 60 credits

The courses shown below are required for graduation from the School of Continuing Studies and should be completed before taking more advanced work. When a specific course is designated as fulfilling a requirement, no substitution will be accepted without prior departmental approval. When a specific course is not designated, students may select any courses that satisfy departmental requirements.

1. English Composition

3 - 6 credits

B.C.S. candidates must take a minimum of 3 credits of English composition during their first three semesters in residence. Students may take the placement test and if their scores are acceptable to the Department of English, may exempt English 105 and enroll in English 106.

2. Foreign Languages

3 - 9 credits

Candidates must earn at least 3 credits in a foreign language at the 200 course level or higher.

3. Mathematics and Computer Science 6 - 9 credits

Math 101 or an acceptable score on the math placement test is required. For those achieving an acceptable score on the test,

Math 103 (Finite Mathematics) or

Math 104 (Introductory Calculus for the Social Sciences) must be taken.

MTH 119 (Computers and Society) is also required.

4. History and Social Sciences 15 credits

Degree candidates must earn 6 credits in a single two-semester history survey sequence. In addition, students must earn 9 credits in at least two of the following disciplines:

Anthropology

Communications

Economics

Geography

Politics and Public Affairs

Psychology

Sociology

5. Natural Sciences 6 credits

This requirement may be fulfilled with non-laboratory courses.

G. Humanities

21 credits

Required courses are noted. Other listed courses are recommendations, but students may select alternative courses outlined in the Undergraduate Bulletin to fulfill the additional 9 credits in Humanities.

Religious Studies: 3 credits

RS 101, Introduction to Religion (Required)

RS 151, Religion and Moral Choices

RS 430, Religion and Bio Ethics

Fine Arts: 3 credits

ARH 131 or ARH 132, Survey of the History
of Art (Required)

CPC 107, History of Photography

THA 481, Theatre History I

THA 482, Theatre History II

MCY 321, Music History and Literature

MCY 322, Music History and Literature

Philosophy: 3 credits

PHI 101, Introduction to Philosophy (Required)

PHI 211, Ancient Philosophy

PHI 212, Modern Philosophy

Literature: 3 credits

ENG 201, ENG 202, World Literary Masterpieces*

ENG 211, ENG 212, English Literature*

ENG 213, ENG 214, American Literature*

FRE 401, FRE 402, Survey of French Literature

GER 311 or GER 312, 20th Century German Literature
in Translation

SPA 253 or SPA 254, Introduction to Spanish Literature

SPA 353 or SPA 354, Introduction to Spanish American
Literature

SPA 401 or SPA 402, Survey of Spanish Literature

*One of these 6 courses must be taken to meet the
Literature requirement.

B. WRITING REQUIREMENT:

4 "W" courses

Every student must take 4 writing-oriented (W) courses which
may be fulfilled through English and Literature requirements and
the Interdisciplinary Colloquia.

C. INTERDISCIPLINARY COLLOQUIA:

15 credits

The interdisciplinary colloquia serve as the core of the B.C.S.
program. These courses are designed to illuminate and enrich the
study undertaken in the remainder of the student's program.

Each B.C.S. candidate will take 5 interdisciplinary colloquia, one from each of the following categories:

- (1) Ideas and Inquiry
- (2) The Creative Imagination
- (3) Science and Human Values
- (4) Historical Understanding
- (5) Senior Seminar (capstone course)

D. AREA OF CONCENTRATION:

30 credits

Every candidate for a degree must choose an area of concentration. Possible areas include:

Literature and Language
Politics and Public Affairs
Economics and Business
History and Social Science
Behavioral Sciences
American Studies
Latin American Studies
Women's Studies
Natural Sciences

E. ELECTIVES:

15 credits

Students should choose elective courses in consultation with their advisor.

TOTAL: 120 credits

COURSE LOAD

Since the Bachelor of Continuing Studies is designed for adults with varied responsibilities who wish to pursue a degree part-time, students may carry no more than 9 credit hours per semester.

REQUIREMENTS FOR GRADUATION

Candidates for the bachelor's degree must complete 120 credit hours for graduation. Of the total requirement, 45 hours must be at the Junior and Senior levels (300 or higher).

A 2.0 or higher cumulative grade point average is required for graduation. A 2.5 or higher grade point average in the area of concentration is also required.

III. Admissions Standards and Advising

The Bachelor of Continuing Studies Program is designed to enhance educational access for qualified adults who have both the motivation and academic ability to perform well at the University of Miami but who are unable to attend on a full-time basis. Those wishing to pursue the bachelor's degree through the School of Continuing Studies must have been out of high school for at least four years; must not have taken courses for credit at a post-secondary institution during the past calendar year prior to registration; must submit the appropriate application form and corresponding fee; must provide a high school transcript, or its equivalent, unless post-secondary credit has been earned; must submit transcripts from all post secondary institutions attended; and must have a cumulative grade point average of 2.0 or higher in all previous post-secondary course work. Because of the part-time nature of this program, it is not appropriate for international students requiring the "F Visa." Teachers seeking certification credits may not be admitted to this program.

Evaluation and acceptance of transfer credit will be performed in accordance with regular University procedures.

The admissions decision will be based on a careful review of the background of each applicant by the Office of Admissions. In addition, the School of Continuing Studies' judgment of the applicant's maturity, academic potential, and present ability to undertake rigorous course work at the University of Miami will be taken into account.

Once admitted to the degree program, students will be assigned an advisor through the School of Continuing Studies' Adult Student Assistance Program (A.S.A.P.). The advisor will facilitate the appropriateness of transfer credit (if applicable), arrange for placement testing, and help the student map out a relevant course of study. Course registration by Bachelor of Continuing Studies students must have the B.C.S. advisor's written approval.

To ensure the academic integrity and quality of the Bachelor of Continuing Studies degree, the School of Continuing Studies will adhere to the admissions standards and advising procedures as outlined above.

IV. Historical Background and the Planning Process

The Bachelor of Continuing Studies degree was approved by the University of Miami Faculty Senate, the President, and the Board of Trustees in 1971. As outlined in the legislative documents in Appendix B, the degree was designed to serve the part-time nontraditional student population. In its first ten years, with almost no promotion or marketing, the program attracted approximately 400 students, with more than 100 degrees awarded.

For the past six years, however, the degree program has been "on hold." During this period there has been no recruitment of students, no admission into the program, and only those few remaining in the pipeline were "grandfathered" until their coursework was completed.

In the fall of 1985, and with a new dean for the School of Continuing Studies, a year-long plan was developed to examine the possibility of establishing a new program in cooperation with the College of Arts and Sciences called the Executive Bachelor's Degree.

Over the spring and summer of 1986, the Dean of Continuing Studies and the Dean of the College of Arts and Sciences met with a blue-ribbon committee of faculty from the College to review curriculum and the needs of the community. Designed as a "capstone" degree in the humanities for adults who had completed between 60 to 90 credits of undergraduate

coursework, the program was presented as a joint project to the National Endowment for the Humanities in September of 1986. The proposal passed the preliminary rounds, but during the final review in March 1987, it was not funded and the project was abandoned.

In the summer of 1987, the Provost brought three consultants to the University to advise a task force of undergraduate deans on expanding the academic activities of the University in cooperation with the School of Continuing Studies. Deans Stanley Gabor of the Johns Hopkins University, David Burnett from the University of Pennsylvania, and Carol Holden from the George Washington University, visited the campus and strongly recommended that the University, through its School of Continuing Studies, offer degree programs specifically designed for nontraditional students. They also suggested that Continuing Studies was the ideal unit within the University for innovative, multidisciplinary, and interdisciplinary degree programs for the growing adult population in greater Miami. Although the Task Force has yet to distribute its final report, the earlier drafts all contain several recommendations to serve the nontraditional student with degree programs, including the development of a feasibility study to reinstate the Bachelor of Continuing Studies.

In January of 1988, the Division of Collegiate Studies was created within the School of Continuing Studies to provide an administrative "home" for the proposed Bachelor of Continuing

Studies degree, as well as for other interdisciplinary degree programs for adults which could be offered in the future. Dr. Arthur Brown, Dean Emeritus of the College of Arts and Sciences and Professor of English, was appointed Director of the Division.

With the appropriate senior level staff in place, along with a viable advising component (the A.S.A.P. program), the School was then poised to act upon the consultants' suggestions. As indicated in our strategic plan for 1988-92, and as approved by the Board of Trustees in April, the School plans to offer the Bachelor of Continuing Studies degree in time for the fall semester of 1988.

When the School's Visiting Committee convened in May of 1988, the membership unanimously confirmed the strategic plan and urged the President and Provost to support the degree program in an expeditious manner.

V. Competitive Analysis and the Importance of Pricing

We believe that the marketability of the Bachelor of Continuing Studies will hinge on one critical factor -- pricing. Given the nature of the competition we face within the local marketplace, and based on the experience of other private universities, a special tuition rate for the adult, part-time learner is essential for long-term success and profitability.

As a point of comparison, a number of local and nationally prominent private institutions were surveyed. Here in South Florida, the cost of a three-hour credit course for adults ranged from a low of \$100 at Florida International and \$285 at Barry University, to a high of \$465 and \$292.50 at Nova and St. Thomas Universities, respectively.

Several comparable private universities around the country, with tuition rates of \$10,000 to \$17,000 per year for full-time students, also offer substantial discounts to their adult populations. At Harvard, for example, a three-hour credit course costs an incredibly low \$200 for students in the Extension Division. At Washington University, tuition is \$405; at Johns Hopkins, it is \$435; at Tulane University, where all courses are four credit hours, the cost is \$444; and at the University of Pennsylvania, the fee is \$495.

Here at U.M., the fall tuition rate has been set at \$1,305 per three-hour course. Obviously, most working adults, even those with sizeable incomes, will not opt to pay this large a sum

for one course. Moreover, many local firms and organizations limit their tuition reimbursement rates (often to the fees charged by public institutions such as F.I.U.), thereby eliminating U.M. from consideration.

To become competitive, we are proposing a tuition rate of \$495 per three-hour course. This special tuition, through a scholarship program, would be made available only to adult students enrolled in the Bachelor of Continuing Studies program.

The notion of a lower tuition rate for the part-time evening and week-end nontraditional student was strongly supported by members of the Visiting Committee and the three consultants who visited here last summer. David Burnett, from the University of Pennsylvania, put it this way:

"As for a pricing structure for such endeavors, whether undergraduate or graduate, I encourage consideration of a discount. There is no evidence to my knowledge of difficulties arising from differential pricing for students sitting in the same classes (in effect, financial aid scholarships do exactly that anyway.) Given existing physical facilities, curricula, and administrative systems, it is entirely possible to show a net increase of revenues with a 50 percent discount from current tuition levels for part-time evening students by paying faculty eight to nine percent of annual salary for overload, and requiring each class to return 200 percent of direct instructional cost."

Appendix A

School of Continuing Studies Faculty Council

SCHOOL OF CONTINUING STUDIES FACULTY COUNCIL

SCHOOL OF ARCHITECTURE

Ms. Joanna Lombard
Professor
Room 326, Building 48E

COLLEGE OF ARTS AND SCIENCES

Dr. Shair Ahmad
Professor
Department of Mathematics & Computer Science
515C Ungar Building

Dr. Shari Benstock
Professor
Department of English
412 Ashe Building

Dr. George W. Gokel
Professor
Associate Chairman, Graduate Studies
388 Cox Science Center

Dr. Charles Longino, Jr.
Professor
Department of Sociology
111 Merrick Building

Dr. Janet I. Martin
Associate Professor
Department of History
611 Ashe Building

Dr. Stephen Sapp
Associate Professor
Department of Religious Studies
704 Ashe Building

SCHOOL OF BUSINESS ADMINISTRATION

Dr. Steven Ullman
Associate Professor
Graduate Business Programs
Director, Health Administration Program
321 Jenkins Building

Dr. Jonathan P. West
Professor
Chairman
Department of Politics and Public Affairs
314E Jenkins Building

SCHOOL OF COMMUNICATION

Dr. Stephen Bowles
Professor
Motion Pictures
CL105

Dr. John T. Masterson
Associate Professor
Director of Graduate Studies
121H Merrick Building

SCHOOL OF EDUCATION & ALLIED PROFESSIONS

Dr. Gilbert J. Cuevas
Professor
319C Merrick Building

COLLEGE OF ENGINEERING

Dr. Michael K. Phang
Professor
Chairman
Civil Engineering
324 McArthur

Dr. Agustin A. Recio
Associate Professor
Electrical and Computer Engineering
412 McArthur

GRADUATE SCHOOL OF INTERNATIONAL STUDIES

Dr. Enrique A. Baloyra
Professor
Associate Dean for Academic Affairs
126A Albert Pick Hall

SCHOOL OF MUSIC

Dr. Lorine Buffington
Associate Professor
Department of Vocal Performance
123 Foster

ROSENSTIEL SCHOOL OF MARINE & ATMOSPHERIC SCIENCE

Dr. David E. Fisher
Professor
Marine Geology and Geophysics
364 Grosvenor

May 13, 1971

M E M O R A N D U M

TO: Dr. Sidney L. Besvinick
Chairman, Faculty Senate

FROM: Henry King Stanford

SUBJECT: Bachelor of Continuing Studies Degree - #71004

COPIES: Members of the Cabinet
Dr. M. Robert Allen
Dr. Emmet F. Low, Jr.
Dr. Vergil A. Shipley
Mrs. Marjorie D. Blanton

I wish to withdraw the reservations I expressed to you in my memorandum of April 16, which had to do with change of name for the Division of Continuing Education. I am doing this so that the Board of Trustees' Committee on Academic Affairs may act on it before the end of the semester and then transmit it to the full Board for final approval at the June 8 meeting. In this way, Dean Allen can start, over the summer, preparations necessary for implementing the degree program within his division.

Therefore, I approve the Class B action taken by the Faculty Senate, at its meeting of March 22, 1971, to establish the degree Bachelor of Continuing Studies. I will forward my recommendation to the Trustees' Committee on Academic Affairs immediately.

bh

APPROVED -
"

Academic Affairs Comm.
Executive Comm

8/24/71
8/26/71

Appendix B

Legislative Documents

Bachelor of Continuing Studies

The attached document, which was prepared by the Division of Continuing Education, had received the support and approval of the Undergraduate Deans --- through the Academic Dean's Policy Council --- before it was processed through the responsible agencies of the Faculty Charter.

The proposed program is something new, but quite long overdue, in higher education. It is aimed at the post-21 (to perhaps 70) age bracket of individuals who wish to complete their interrupted college education and obtain a baccalaureate degree which is not specialized in disciplines or areas and which will, at least in our opinion, be far more challenging, interesting, and satisfying.

Absolutely no new resources of any type --- classrooms, library acquisitions, or faculty --- will be required to operate the program. Our revised estimates now indicate that the program will attract between 100 and 250 new part-time students at almost a pure profit. We consider this program to be essential if the University wishes to serve the community in degree programs for adult, part-time, and especially evening students.

APPROVED BY

Executive Comm.	8/26/71
Academic Affairs	8/24/71
President to report in 2 years re: additional costs, if any.	

UNIVERSITY OF MIAMI - CORAL GABLES, FLORIDA
SCHOOL OF CONTINUING AND INDEPENDENT STUDIES

PROPOSED STATEMENT OF REQUIREMENTS
FOR THE
BACHELOR OF CONTINUING STUDIES
DEGREE

As of September 1971, unclassified students (CE-6) and part-time students currently enrolled in Continuing Education, and other adults submitting application, are eligible to request admission to the School of Continuing and Independent Studies as candidates for the Bachelor of Continuing Studies (BCS) Degree. The program leading to the BCS Degree is as follows:

I. ADMISSION

A. An applicant seeking admission to the program for the degree of Bachelor of Continuing Studies in the School of Continuing and Independent Studies will meet the requirements of the University of Miami as a regular degree candidate and will complete the forms provided by the Office of Admissions. In addition, the applicant must qualify for admission for Continuing Studies through an Admission/Application Form provided through the School of Continuing and Independent Studies. } *change*

B. Each applicant must show the receipt of a high school diploma, or high school equivalency certificate, and transcripts of courses of studies at the college and university level where applicable.

C. The minimum age for admission to this degree program is 21 years.

D. Each applicant will pay the regular University admission fee of \$15.00.

II. ORIENTATION, ADVISEMENT AND PLACEMENT

A. Once admitted to the University of Miami and the Bachelor of Continuing Studies program, students will be given the opportunity to take diagnostic tests in the SEQUENTIAL TESTS OF EDUCATIONAL PROGRESS, to include Reading, Science and Social Studies and Advanced Placement Tests of the College Level Examination Program.

B. After the completion of the necessary tests, students will be advised by the Dean of the School of Continuing and Independent Studies and/or the Director of the BCS Program and begin a course of study toward the completion of 120 hours or its equivalent in the degree program.

- (1) C. The Dean and his staff will keep a cumulative file on each
(2) student. Advisement will be concerned with helping the
(3) individual student to identify his strongest area of study
(4) in order to encourage enrollment in that area at the
(5) beginning of his program. The student's records of past
(6) attainment and present progress will remain available for
(7) review by both the advisor and the student at any time.
(8)
(9) - Each student will have an advisor with whom a program of
(10) study will be planned, as well as occasional group advising
(11) and orientation meetings which will be scheduled for his
(12) personal and academic development.
(13)
(14) D. In the BCS program, a student may register for regular
(15) course offerings of the University with the approval of
(16) his advisor and Dean. All general University academic
(17) regulations, including credit hours, drops and adds, will
(18) be in effect.
(19)

(20) III. REQUIREMENTS FOR GRADUATION
(21)

- (22) A. The candidate must complete 120 hours or its equivalent for
(23) graduation and must show competence in the Humanities,
(24) Natural Sciences or Social Sciences through the utilization
(25) of comprehensive area type examinations. Of the total
(26) requirement, 45 hours or its equivalent of study must be
(27) at the Junior and Senior levels (300 or higher).
(28)
(29) B. In addition to the two areas of Humanities and Social
(30) Sciences, or Natural Sciences, the student must take one
(31) of the following three options: 1) the student may choose
(32) a period of integrative study involving cross-disciplinary
(33) problems or issues; 2) the student may choose to concentrate
(34) on any one of the many areas of the several undergraduate
(35) schools; 3) the student may choose to complete an in-depth
(36) study in an area of concentration from any schools or
(37) disciplines including:
(38) College of Arts & Sciences
(39) School of Business
(40) School of Education
(41) School of Engineering
(42) School of Music
(43) As part of his individual study option the student will be
(44) required to complete a research paper or creative project
(45) related to that study.
(46)
(47) C. Courses may be taken from any School or Department in combin-
(48) ation or in sequence, approved by the student's advisor or
(49) Dean with the provision that any unsatisfied prerequisites
(50) are either satisfied or waived by the School or Department
(51) concerned.

- (1) D. Students enrolled as candidates for the BCS Degree may
- (2) apply for admission and transfer to other Schools and
- (3) Colleges subject to the policies of that School or
- (4) College to which he desires to transfer.
- (5)
- (6) E. Unclassified, non-degree seeking students may apply for
- (7) transfer to the BCS Degree program at any time, but must
- (8) fulfill the requirements of the School of Continuing and
- (9) Independent Studies.

REQUIREMENTS FOR THE BACHELOR OF CONTINUING STUDIES DEGREE

Unclassified students (CSX9) and part-time students currently enrolled in programs in Continuing Studies, and other adults submitting application, are eligible to request admission to the School of Continuing Studies as candidates for the Bachelor of Continuing Studies (BCS) Degree. The program leading to the BCS Degree is as follows:

- I. Admission
 - A. An applicant seeking admission to the program for the degree of Bachelor of Continuing Studies in the School of Continuing Studies will meet the requirements of the University of Miami as a regular degree candidate and will complete the forms provided by the Office of Admissions.
 - B. Each applicant must show the receipt of a high school diploma, or high school equivalency certificate, or transcripts of courses of studies at the college and university level where applicable.
 - C. The minimum age for admission to this degree program is 21 years.
 - D. Each applicant will pay the regular University admission fee.
- II. Orientation, Advisement and Placement
 - A. Once admitted to the University of Miami and the Bachelor of Continuing Studies program, students will be advised by the Director of the BCS Program and will begin a course of study toward the completion of 120 hours in the degree program. Credits may be earned by advanced Placement and CLEP Subject Examinations. The CLEP General Education Examination may be taken where applicable.
 - B. The Director will keep a cumulative file on each student. Advisement will be concerned with helping the individual student to identify his/her strongest area of study in order to encourage enrollment in that area at the beginning of his/her program. The student's records of past attainment and present progress will remain available for review by both the advisor and the student at any time. Each student will have an advisor with whom a program of study will be planned.
 - C. In the BCS program, a student registers for regular course offerings of the University with the approval of his/her advisor. All general University academic regulations will be in effect.
- III. Requirements for Graduation
 - A. The candidate must complete 120 hours for graduation of which 24 must be in the Humanities, 24 in either the Social Sciences or the Natural Sciences, 30 hours in an Area of Concentration (to be determined by the student and his/her advisor) and 42 hours of electives. Of the total requirement, 56 credit hours of course work must be taken from a senior institution, and 45 hours must be at the Junior and Senior levels (300 or higher).
 - B. Courses may be taken from any school or department in combination or in sequence, approved by the student's advisor or Dean with the provision that any unsatisfied prerequisites are either satisfied or waived by the school or department concerned.
 - C. Students enrolled as candidates for the BCS Degree may apply for admission and transfer to other Schools or the College subject to the policies of that school or college to which he/she desires to transfer.
 - D. Unclassified, non-degree seeking students may apply for admission to the BCS Degree Program at any time, but must fulfill the requirements of the School of Continuing Studies and have a 2.0 or better cumulative average.
 - E. A 2.0 or better cumulative average is required for graduation, including a 2.0 or better cumulative average at the University of Miami.
 - F. The last 30 credit hours must be earned in residence at the University of Miami. It is understood that this last 30 hours normally means credits earned through regular registration in course offerings. In rare exceptions, credits may be earned through Departmental proficiency examinations upon approval of the Dean and the Office of the Provost.

If you think U.M. only caters to 18-22 year olds, think again.

In response to the growing demand for an undergraduate degree program for adult, part-time students, the University of Miami announces the Bachelor of Continuing Studies.

Adults who have previously attended college but not yet completed their degrees, as well as those who have never had the opportunity to pursue post-secondary studies, are invited to apply.

Designed to prepare students not only for successful careers, but for life in an increasingly technological and international society, the program offers a rigorous, yet flexible, interdisciplinary curriculum which draws upon the academic strengths throughout the University. Classes are conveniently scheduled with the busy

adult in mind, and special advisory services are available.

To underscore its commitment to the local community, the University has also established a generous financial assistance program, which offers adult, part-time students an affordable tuition rate.

To learn more about pursuing your degree at U.M., plan now to attend our Open House on Wednesday, December 7 at 5:30 p.m. (to be held at the University's Faculty Club in Coral Gables, 1550 Breckia Avenue, near Red Road and U.S. 1.)

To R.S.V.P., return the coupon or call the Adult Student Assistance Program at 284-2727 or 284-4000.



Yes, I'm interested in the Bachelor of Continuing Studies degree program.

I plan to attend the Open House on December 7 at 5:30 p.m.

I am unable to attend; please call me to schedule a personal appointment with an advisor.

Please send me additional information.

Name _____

Address _____

City/State _____

ZIP Code _____

Phone (Day) _____

Mail to:
Adult Student Assistance Program
School of Continuing Studies
University of Miami, P.O. Box 248005
Coral Gables, FL 33124

BGCH120488

THE SCHOOL OF CONTINUING STUDIES

for people with potential



TO: Dennis Kam and Michael Connolly via Carol Holden
FR: Marcy *Mason*
RE: BCS Procedures
DATE: January 16, 1990

Admission Procedures

Admissions procedures for BCS students are clearly delineated on the information sheet (attached) which potential BCS students receive.

The unique aspect of our process is the required interview with each potential student. We require this to assure the student clearly understands the program and the BCS is the best option for the student. The admissions criteria does indicate a 2.00 gpa. Most of the time this is closely adhered to; however, there are some cases where I will "override" that requirement. BCS students are adults and there are times when special consideration should be given and policies waived.

My reasons usually include one or more of the following: 1) Grades were earned several years ago. 2) "Life" circumstances affected gpa, i.e., divorce, move, family, etc. 3) Individual demonstrates motivation and commitment. Students are "on probation" for 6 hours and I indicate a "B" average must be achieved to continue. No "override" is ever given without the knowledge of Admissions.

Area of Concentration

On May 16, 1989, at the last meeting of 1988-89 of the SCS Faculty Council, the procedure for the Area of Concentration was approved. The Council decided students would submit to me a statement of purpose/rationale and 30 credits of recommended courses for their Area of Concentration. I would then ask an appropriate faculty council member to review the curriculum and accept or suggest changes. Final signatures on approved course curriculum would include the faculty member and me.



Bachelor of Continuing Studies Degree Program

Admissions and Registration Procedures

1. Complete the enclosed Application for Admission and submit it, along with the \$30 application fee, to:
Office of Admissions
University of Miami
P.O. Box 248025
Coral Gables, Florida 33124-4616
2. Request that official transcripts from all previously attended colleges or universities (or high school or its equivalent if you are a first-time college applicant) be sent to the Office of Admissions (address above) as quickly as possible.
3. Call the Adult Student Assistance Program (284-2727) in the School of Continuing Studies to schedule your admissions interview.
4. Upon notification of your acceptance into the Bachelor of Continuing Studies program, meet with an advisor from the Adult Student Assistance Program to review distribution requirements, acceptance of transfer credit (where applicable), and the schedule of course offerings.
5. Officially register during the assigned times and submit payment of fees for the semester at the Bursar's Office (open between 8:30 a.m. and 5:00 p.m.).

Acceptance of Transfer Credit

Acceptance of transfer credit may be granted in most fields of study to applicants who have earned credit from other colleges or universities. The Office of Admissions, in conjunction with the School of Continuing Studies, has responsibility for evaluating transfer credit. Prospective students are encouraged to file their applications and supporting academic documents well in advance of the semester in which they plan to enroll.

Please note the following restrictions concerning the acceptance of transfer credit:

- No more than 64 credits may be transferred from a junior or community college.
- Upper division course requirements (300 level or above) at the University of Miami may not be satisfied with junior college courses.
- The University does not accept transfer credit for courses in which a grade of "D" (or the equivalent) was earned.
- Credits are not transferable from institutions that are not accredited by the appropriate regional accrediting association.
- Credits transferred from institutions not in existence long enough for regional accreditation must be validated by course work taken at the University of Miami.
- The last 45 credits applicable to meeting graduation requirements must be taken in residence at the University of Miami.

Degree Requirements for the Bachelor of Continuing Studies

A. Distribution Requirements: 54 - 60 credits

The courses shown below are required for graduation from the School of Continuing Studies and should be completed before taking more advanced work. When a specific course is designated as fulfilling a requirement, no substitution will be accepted without prior approval. When a specific course is not designated, students may select any courses that satisfy departmental requirements.

1) English Composition 3 - 6 credits

Candidates must complete English 105 and 106 within their first three semesters in residence. However, students with an acceptable score on the English placement test will be exempt from 105 and may enroll directly in English 106.

2) Foreign Languages 3 - 9 credits

Candidates must earn at least 3 credits in a foreign language at the 200 level or higher.

3) Mathematics and Computer Science 6 - 9 credits

Math 101 or an acceptable score on the math placement test is required. In addition, students must take either Math 103 (Finite Mathematics) or Math 104 (Introductory Calculus for the Social Sciences) or a Math course approved by the advisor. Math 119 (Computers and Society) is also mandatory.

4) History and Social Sciences 15 credits

Degree candidates must earn 6 credits in a two-semester history survey sequence. In addition, students must earn 9 credits in at least two of the following disciplines: Anthropology; Communication; Economics; Geography; Politics and Public Affairs; Psychology; or Sociology.

5) Natural Sciences 6 credits

This requirement may be fulfilled with non-laboratory courses.

6) Humanities 21 credits

Required courses are noted. Other listed courses are recommendations, but students may select alternative courses outlined in the Undergraduate Bulletin to fulfill the additional 9 credits in Humanities.

a. Religious Studies 3 credits

REL 101, Introduction to Religion (Required)

REL 151, Religion and Moral Choices

REL 430, Religion and Bioethics

**b. Fine Arts
3 credits**

ARH 131 or 132, Survey of the History of Art (Required)

CPC 107, History of Photography

THA 481, Theatre History I

THA 482, Theatre History II

MCY 321, Music History and Literature I

MCY 322, Music History and Literature II

**c. Philosophy
3 credits**

ENG 201 or 202, World Literary Masterpieces*

ENG 211 or 212, English Literature*

ENG 213 or 214, American Literature*

FRE 401 or 402, Survey of French Literature

GER 311 or 312, 20th Century German Literature in Translation

SPA 253 or 254, Introduction to Spanish Literature

SPA 353 or 354, Introduction to Spanish American Literature

SPA 401 or 402, Survey of Spanish Literature

*One of these 6 courses must be taken to meet the Literature requirement.

**B. Writing Requirement
4 "W" courses**

Every student must take 4 writing-oriented (W) courses which may be fulfilled through English and Literature requirements and the Interdisciplinary Colloquia.

**C. Interdisciplinary Colloquia
15 credits**

The interdisciplinary colloquia serve as the core of the B.C.S. program. These courses are designed to illuminate and enrich the study undertaken in the remainder of the student's program. Each B.C.S. candidate will take 5 interdisciplinary colloquia, one from each of the following categories:

- (1) Ideas and Inquiry
- (2) The Creative Imagination
- (3) Science and Human Values
- (4) Historical Understanding
- (5) Senior Seminar (capstone course)

**D. Area of Concentration
30 credits**

Every candidate for a degree must select an Area of Concentration. The candidate designs an Area of Concentration that meets his/her professional and personal goals. The program must meet final approval with a selected faculty member and the Director of the program.

**E. Electives
15 credits**

Students choose elective courses in consultation with their advisor to meet the 120 credit graduation requirement.

TOTAL: 120 credits

Course Load

Since the Bachelor of Continuing Studies is designed for adults with varied responsibilities who wish to pursue a degree part-time, students may carry no more than 9 credit hours per semester.

Placement Exams and Credit Granted Toward Graduation

The University recognizes the wide variety of intellectual, cultural, and life experiences and provides several major programs which allow students to receive college level course credit for knowledge acquired through prior experience.

University of Miami Placement Tests and Proficiency Examinations

Placement tests in English and Math are administered to first-time college students, as well as to certain transfer students depending on their previous coursework. These tests are administered at the beginning of each semester, and the results become part of the student's record for use by academic advisors. These tests provide the necessary information about a student's academic achievement and background so that courses congruent with needs and abilities may be assigned.

Students who believe that they are qualified in certain courses offered by the University and are interested in placement and/or credit may take a departmental proficiency examination covering the course, providing such an examination is available.

Credit for Service Experience

Veterans of the military services may apply for academic credit for schooling received while in the armed forces. Credit may be awarded for work which the American Council on Education Guide regards as college level.

Credit for military service and experience is usually in the elective area and may not take the place of subjects required for graduation. Such work is not assigned quality points and is not included in quality point computations.

Advanced Placement Program

Satisfactory scores on high school advanced placement exams may be accepted for credit; please confer with your academic advisor for complete information.

College-Level Examination Program (CLEP)

Students may receive college credit for knowledge attained in employment, in education in non-accredited institutions, or in the armed forces by taking examinations in the CLEP programs. There are two kinds of CLEP exams - general examinations and subject examinations.

Students are permitted to earn up to twenty-seven (27) credits from the CLEP General Examinations. These examinations are used to measure educational background, knowledge, and understanding of fundamentals of the liberal arts. These credits may count toward the University's general education requirements. The student must present the results of the general examination before enrolling, or he/she must take the general examination during their first semester.

Students may take CLEP Subject Examinations at any time prior to having been registered (whether for grade, credit, or audit) in the course for which credit by CLEP is being sought. However, NO credit for CLEP may be earned during the last 45 hours of residence at the University of Miami.

Note: The University does not award credit for CLEP foreign language results.

Tuition Information

To underscore its commitment to the adults in our community, the University of Miami is offering a special tuition to students in the Bachelor of Continuing Studies. This affordable tuition rate will enable adult, part-time students to attend the University. The tuition is substantially less than the University's standard tuition and competitive with the fees charged by other universities in South Florida.

Working students may discover that their employer will reimburse them for all or part of their tuition. Please check with your organization's personnel office for details.

Some students may qualify for additional financial aid through the University's Office of Financial Assistance Services. Call 248-5212 for more information.

Bachelor of Continuing Studies
University of Miami

Information on Tuition and Fees

To underscore its commitment to the adults in our community, the University of Miami has established a generous financial assistance program to support the Bachelor of Continuing Studies.

The program will enable adult, part-time students to attend the University at an affordable tuition rate -- one that is substantially less than the University's standard tuition and competitive with the fees charged by other universities in South Florida.

University of Miami standard tuition rate per 3-hour credit course	\$ 1,434
Less financial assistance per 3-hour course	<u>\$ 939</u>
Actual cost per 3-hour credit course, for students in the Bachelor of Continuing Studies degree program	<u>\$ 495</u>

Working students may discover that their employer will reimburse them for all or part of their tuition. Please check with your organization's personnel office for details.

Some students may qualify for additional financial aid through the University's Office of Financial Assistance Services. Call 284-5212 for more information.

BACHELOR OF CONTINUING STUDIES DEGREE PROGRAM

Under the leadership of the Office of Collegiate Studies, the School of Continuing Studies offers the Bachelor of Continuing Studies degree program, which provides a solid and rigorous, interdisciplinary academic experience for adult part-time students. It is designed specifically for adults who have previously attended college but not yet completed their undergraduate degrees, as well as for those who have never had the opportunity to pursue post-secondary studies. You are eligible for admission if you have graduated from high school at least four years ago, have not attended the University of Miami during the past calendar year, have a minimum of 2.0 grade-point average on previous college work, and are a U.S. citizen or permanent resident.

To underscore its commitment to the adults in our community, the University has established a generous financial assistance program which enables students to pursue this degree at an affordable tuition rate.

Our admissions process takes into consideration that one's grade-point average, while significant, is only one factor in determining an applicant's qualifications for acceptance. Therefore, an admissions interview with an adviser from the School of Continuing Studies will be scheduled to supplement the information you provide on the BCS application form, which may be obtained by calling the Adult Student Assistance Program (A.S.A.P.) at 284-2727.

THE EVENING DIVISION

The Evening Division, coordinated by the School of Continuing Studies, encompasses all University of Miami credit courses which meet after 4:30 p.m., excluding those offered by the Law and Medical Schools. Housed in Allen Hall on the Coral Gables campus, the Division offers over 400 academic courses each semester to enable working students the opportunity to fulfill their undergraduate or graduate degree aspirations at night. Additionally, adults may enroll as non-degree seeking students to sample a variety of courses or to concentrate on a subject of special interest.

The Evening Division faculty consists of regular University of Miami faculty members along with some adjunct professors from the community. Registration and academic counseling are conducted within the Division, in cooperation with the Office of Enrollment Services.

For more information, contact: The Evening Division, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000.

SUMMER SESSIONS

The University of Miami Summer Sessions offers over 400 credit courses, graduate and undergraduate, for students admitted either as degree students or in unclassified status as visiting students. The schedule of classes includes offerings from the Graduate School, Graduate School of International Studies, College of Arts and Sciences, College of Engineering, and the Schools of Architecture, Business, Communication, Continuing Studies, Education, Medicine, Music, and Nursing. The School of Law also offers an eight-week program, available to those who have been admitted to the School.

The Summer Sessions provide opportunities in almost every academic department, both on and off campus, for those who wish to augment their education. Classes are scheduled during the day and evening hours, and workshops are available in many areas of special interest. Several international programs are also offered during the summer. The faculty of Summer Sessions is selected from the regular faculties of the University; specialists from other institutions are invited to teach, as well.

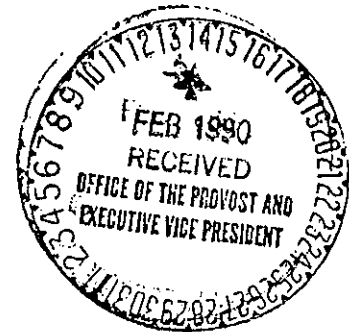
Course offerings in the Summer Sessions are available for students beginning their college or graduate work, for those wishing to accelerate their study, and for those transferring from other colleges. In addition to regular students of the University who wish to attend the Summer Sessions, graduates of accredited high schools or guest students in good standing from other colleges or universities are eligible for admission.

During the summer, the University conducts two sessions of five-and-one-half weeks each. The dates of Summer Sessions are from the middle of May through the first week in August. In addition, one-, two-, and three-week course offerings are scheduled for specific student groups in a variety of subject matter. The Summer Sessions bulletin is published in March of each year and is available by contacting: The Office of Summer Sessions, School of Continuing Studies, University of Miami, P.O. Box 248005, Coral Gables, Florida 33124, (305) 284-4000 or 1-800-626-7173.

INTERSESSION '90

Intersession '90 is an intensive, ten-day mini-semester that begins just prior to the Spring 1990 semester. Intersession offers a variety of special topics, both undergraduate and graduate, and the opportunity to earn up to three hours of academic credit at a special tuition rate.

Intersession's unusual format offers you an unprecedented opportunity to explore stimulating topics indepth, to enhance your knowledge, and to expand your perspective. You'll study with some of the University's most outstanding faculty and hear from a distinguished array of guest speakers. Last year, courses ranged from "Hemingway's Key West" to T.D. Allman's Miami, from ethics and the environment to entrepreneurship and engineering innovations, from social concerns to the future of U.S.-Latin American relations (taught by the former U.S. Ambassador to Panama).



Office of the Dean

M E M O R A N D U M

February 13, 1990

TO: John H. Knoblock
 Professor, Department of Philosophy

FROM: Carol D. Holden *CDH*
 Dean, School of Continuing Studies

SUBJECT: Bachelor of Continuing Studies

I greatly appreciate your taking time to think about the future of the School of Continuing Studies and its place within the University of Miami.

The part-time adult student population will become increasingly important to the University of Miami in the next decade so it will be critical for our School to give its utmost attention to this segment of the population. I feel these students can best be served by a School which has as its special purpose to meet the needs of the non-traditional student.

In requesting a change of the name of the Bachelor of Continuing Studies, I had no intention for the powers and duties granted to the School of Continuing Studies to change in any way. At this time, I think it is clear that I can best serve the UM by adhering to the by-laws of the Faculty Senate as they are stipulated on page 48 of the Faculty Manual, Spring 1985. I believe that everyone can be well served if we give this degree program the support it needs. In order to fulfill our mission as a School, I am withdrawing the request for a change of name for the degree program.

I hope to engage you, the members of the Academic Standards Committee and the Faculty Senate in helping me do the very best job I can as the new Dean. I need time to develop the School to its full potential, and I need your support. I trust it will be received.

CHD/mr

bcc: Dr. Luis Glaser, Provost ✓

School of Continuing Studies
 Allen Hall
 P.O. Box 248005
 Coral Gables, Florida 33124
 (305) 284-4000




Pending



M E M O R A N D U M

November 20, 1989

TO: Dr. George C. Alexandrakis, Chairperson
Faculty Senate

FROM: David Wilson, Dean
College of Arts and Sciences 

SUBJ: Faculty Senate Review of BCS

The newly reactivated BCS degree and the appointment of a Faculty Senate committee to review the degree was discussed at the College Council meeting on November 6, 1989. A motion was seconded and passed to recommend to the Senate that the University Curriculum Committee be reactivated as quickly as possible.

DLW/nt

cc: Provost Luis Glaser
Vice Provost Ross Murfin

College of Arts & Sciences
Office of the Dean
P.O. Box 248004
Coral Gables, Florida 33124
(305) 284-4117

MEMORANDUM

TO: Co-Chairs of the Academic Standards Committee,
Professor Jane Connolly and Professor John Knoblock

FROM: Professor George C. Alexandrakis
Chairman, Faculty Senate

DATE: November 3, 1989

SUBJECT: ~~Bachelor of Continuing Studies Degree Program~~

Attached is information regarding the Bachelor of Continuing Studies Degree program furnished to the Senate Council by the Provost. The Senate Council wishes to receive your Committee's report as soon as possible so they can proceed with the consideration of the other pending issues.

Thank you.

GCA/b

Attachment

cc: Provost Luis Glaser

SENATE COUNCIL MEETING

October 30, 1989

- PRESENT: Professors Alexandrakis, Awad, Boardman, Carlebach, Clasby, Dreyer, Eckstein, Forman, Lopez-Gottardi, Neider, Neilsen for DeSantis, and Seiler.
- EXCUSED: Professors Brass, Burgess, Clingan and DeSantis.
- GUESTS: Provost Glaser, Vice Provosts Murfin and Sugrue.

Call to Order and Approval of Minutes

The meeting was called to order at 2:00 P.M. by Professor Alexandrakis. The minutes of September 25, 1989 were approved as submitted. Excused absences were approved for Professors Brass, Burgess, Clingan and DeSantis.

Programs Abroad

Provost Glaser spoke about the popularity of programs in which Japanese students are being educated at foreign universities. He stated that preliminary discussions are taking place concerning the feasibility of us opening a campus on Okinawa and outlined the University's position with regard to controls on such an academic enterprise.

Renaming of Continuing Studies Degree

Professor Alexandrakis informed the Council that the College of Arts and Sciences has requested a review of the Bachelor of Continuing Studies degree. The Senate's Academic Standards Committee has been independently studying the issue. The Provost described the program as it exists and indicated that the School's Visiting Committee has suggested that more academic offerings should be available in the School. It was *moved* and seconded to suggest that the Academic Standards Committee complete their study as soon as possible and after that the Council subcommittee will recommend an appropriate name for the program. The *motion carried*.

Report from the Budget and Compensation Committee

Professor Clasby summarized some of the priorities of the Budget and Compensation Committee with regard to the budget. He emphasized that identifying cuts in the budget would be a difficult task. Professors Alexandrakis and Clasby had preliminary discussions on some issues as members of the Budget Group. The full Budget and Compensation Committee will meet with the Provost to discuss the budget and attempt to identify funds for salary improvement and faculty development. Discussion followed with regard to the anticipated tuition increase for Fall semester.

SENATE COUNCIL MEETING

SEPTEMBER 25, 1989

- PRESENT: Professors Alexandrakis, Chairman, Awad, Boardman, Burgess, Carlebach, Clasby, DeSantis, Dreyer, Eckstein, Lopez-Gottardi, Neider, and Seiler.
- ABSENT: Professor Clingan.
- EXCUSED: Professors Brass and Forman.
- GUESTS: Provost Glaser, Vice Provost Sugrue, Deans Holden and Wilson, and Professors Gudridge, Knoblock, Muller and Yacoub.

Call to Order and Approval of Minutes

The meeting was called to order at 2:00 P. M. by Chairman Alexandrakis. The minutes of January 23, March 6, April 24, May 30, and August 28 were approved as submitted. The minutes of April 10 were corrected by revising the first sentence of paragraph three to read : "The Council ...the oversight committee for the Freshman Institute was necessary." The last sentence of paragraph 1, page two, was corrected to read: "It was moved to ...University Fellow proposal." One Council member referred to the minutes of January 23 and mentioned that his department's faculty is being asked to sign a form stating that they have read and agree with the policy of a drug free work place. Graduate assistants were told their pay would be withheld if they refused to sign. The Council member questioned whether individual rights should be protected. The Chairman requested a title correction of Item 2 on the agenda to read: "Proposed Name Change for the Bachelor of Continuing Studies Degree".

Proposed Name Change for the Bachelor of Continuing Studies Degree

Dr. Alexandrakis introduced Dean Carol Holden, newly appointed Dean of the School of Continuing Studies, who presented arguments for changing the name of the degree to the Bachelor of Arts in Liberal Studies. Dean Wilson explained the background of the Bachelor of Continuing Studies degree and the curriculum currently being offered. It was *moved* and seconded to change the name of the degree to Bachelor of Liberal Arts in Continuing Studies. It was *moved* and seconded to amend the motion by appointing a committee to explore the issue and recommend to the Council. The *amendment carried*. The *motion as amended carried*.

Report on Enrollment and Retention

The Provost announced that the final enrollment figures are not yet available. He indicated, however, that the enrollment shortfall relative to the budget will be approximately 200 - 250 students. Dr. Glaser made the following observations: 1) the quality of the entering class will be better than last year; 2) a significant