

To: Connie Patterson, UCC Programs Committee Chair
Fr: Carey Busch, Interim Dean, University College
Re: University College New Department Formation
Date: March 19, 2021

This memo outlines the intent to form a new department in University College, the Department of Applied Sciences and Professions, effective July 1, 2021. The decision to form a department was made by interim dean Carey Busch after several discussions with the RHE faculty who were realigned to UNC in August 2020. The primary purpose of creating this department is to create the structure currently lacking to address the needs of the faculty and programs recently realigned as part of One Ohio.

Several meetings were held during the fall semester which included the faculty, the dean, assistant dean for advising and student services and the director of degree programs. The purpose of these meetings was for UNC dean and staff to develop a better understanding of the new programs and subjects as well as the faculty developing a better understanding of UNC with the goal of providing a foundation for determining opportunities and making informed, strategic decisions. While discussions have been productive the lack of a formal department and ability to name a department chair has become a hindrance our ability to develop appropriate governance and support to the new programs and subjects.

Although there may be a strategic advantage in adding additional programs to this department in the future, this cannot be fully evaluated until there is sufficient structure to support the faculty. As the One OHIO integration progresses and the new department has developed discussions between the dean, UNC director of degree programs, and the APS department chair can continue to re-evaluate the potential of realigning other UNC programs.

The faculty met in January 2021 with Dr. Bob Klein in a role of facilitator to discuss and propose a department name. The Department of Applied Sciences and Professions emerged as a name with consensus among the faculty that this was representative and inclusive of the programs and subjects which all have a technical, professional, or applied emphasis. No formal vote was held as no disagreement regarding the name has been expressed.

The interim dean met again with several members of the faculty on March 17, 2021 to discuss the name and department formation prior to completing this proposal. The draft of this proposal was shared with the faculty on March 19, 2021 to assure it accurately reflected the process and intent. The dean also requested the faculty draft a memo to outline their support and/or concerns relative to the new department which is included with this memo.

The new department will include the following degrees:

- Bachelor of Applied and Technical Studies
- Associate of Science in Law Enforcement Technology,
- Associate of Technical Studies

In addition to the above named degrees, the department will include two subject areas:

- Real Estate
- Office Administration Technology

The department will include the following faculty members:

- Donna Burgraff, Associate Professor, Technical and Applied Studies
- James McKean, Associate Professor, Law Enforcement Technology
- Sonja Rawn, Associate Professor of Instruction, Law Enforcement Technology
- James Smith, Associate Professor, Technical and Applied Studies
- James Stephens, Associate Professor of Instruction, Law Enforcement Technology
- Lisa Taylor, Associate Professor of Instruction, Law Enforcement Technology
- Roger Watson, Associate Professor of Instruction, Real Estate
- Allison White, Associate Professor, Office Administration Technology

There are no anticipated changes to the programs, courses, or locations and no anticipated impacts to current students. It is anticipated that the faculty will continue to work this semester to make decisions regarding the department chair position to be filled over the summer. The department chair will then be able to continue to facilitate the faculty creation and adoption of relevant policies and procedures during the 2021-2022 academic year.