

R430-1. Purpose: To provide guidelines for the administration and coordination of continuing education/community service in Utah.

R430-2. References

- 2.1. Utah Code §53B-16-102

R430-3. Policy Resolution: Continuing Education/Community Service Master Plan²

- 3.1. **Response to Educational Needs:** Colleges and universities in Utah have a long and proud tradition of responding to the educational needs of Utah and the nation in areas of their strength and unique competencies; and
- 3.2. **Outreach Programs:** Through faculty and administrative efforts, the public has been served not only through formal curricula offered on campuses of the various institutions, but also through the outreach of continuing education offices, cooperative extensive services, and school and departmental initiative; and
- 3.3. **Changing Needs of Non-Traditional Students:** The Utah State Board of Regents recognizes its responsibility to remain aware of the changing needs of a growing constituency which may be better served in ways other than the traditional full-time residential manner largely employed in the past;
- 3.4. **Board of Regents Support:** The Utah State Board of Regents is committed to and encourages the planning and implementation of programs, offerings, and services to meet the educational needs of all citizens of Utah and elsewhere who may benefit from Utah institutions of higher education; and
- 3.5. **Maximize Lifelong Learning:** The Utah State Board of Regents will maximize and extend options to the public to pursue lifelong learning, regardless of age, location, or past educational achievement, in a variety of formats consistent with recommendations proposed in this state master plan.

R430-4. General Policy

- 4.1. **Information Centers:** Organization for continuing education information centers should be coordinated with the Governor's eight Regional Planning Districts.
- 4.2. **Exclusive Role Assignments:** Exclusive role assignments where given by the Utah State Board of Regents, including the Cooperative Extension assignment at Utah State University, will be recognized statewide with no restrictions.
- 4.3. **Community College Role:** All community and state colleges—Snow, Dixie, College of Eastern Utah, Utah Valley State College, and Salt Lake Community College—are assigned a role in continuing education.

¹ Adopted April 24, 1973; amended September 25, 1973 and November 16, 1979.

² Master Plan for Lifelong Learning, A Report of the Continuing Education/Community Service Task Force, adopted by the Regents in November 1979, outlines in detail Board policy concerning continuing education. The report is available in the Commissioner's Office.

4.4. **Use of Local Faculty:** Sister institutions agree to use faculty members from the local institution, if faculty members are qualified to teach a particular course(s). For example, if Utah State University is requested to teach a course in the Governor's Multi-County Planning District V, where qualified they would use faculty members from Snow College instead of requiring faculty members to travel from Logan to teach the course.

4.5. **Utilize Existing Facilities:** Whenever practical, institutions within the Utah System of Higher Education should utilize existing facilities of institutions within the multi-county district where courses are being taught.

R430-5. Arrangements

5.1. **Informational Centers in Planning Districts:** The Utah State Board of Regents has established an "Informational Center" in each of the Governor's eight Regional Planning Districts to provide a central location where information can be assembled regarding continuing education courses and programs offered by all institutions within the Utah System of Higher Education. The intent is to expand these centers to include all public school adult education and community school courses. The centers will be housed at one institution in the District. The responsibility of the "host" institution will be to assemble and provide a publication of the course and program offerings.

5.2. **Center Assignments:** Assignments are to be as follows:

District	Counties	"Host" Institution	Office Location
1	Cache, Rich, Box Elder	USU	Logan
2	Weber, Davis, Morgan	WSC	Ogden
3	Salt Lake, Tooele	U of U	Salt Lake
4	Utah, Wasatch, Summit	UVSC	Orem
5	Juab, Sanpete, Millard, Sevier, Piute, Wayne	Snow	Ephraim
6	Beaver, Iron, Garfield, Washington, Kane	SUU	Cedar City
7	Duchesne, Daggett, Uintah	USU	Roosevelt
8	Carbon, Emery, Grand, San Juan	CEU	Price

5.3. **Host Responsibilities:** Host institutions' responsibilities are as follows:

5.3.1. A host institution,³ acting in behalf of the Utah System of Higher Education, would serve in an assigned multi-county area(s) as an information dissemination office to sister institutions within the State System of Higher Education.

5.3.2. Designation as a host institution is not a license to run community/ service/continuing education in the area--host institution does not become community service/continuing education czar, but the institution assigned to provide data concerning CSCE activities in the Multi-County Planning District.⁴

³ Through the continuing education office, or if no such office exists, as in the situation at Dixie College, the secretary assigned by the president of the host institution to perform this function. Registrar's offices are designated as official information centers for the System (April 24, 1973).

⁴ Basic Charge or Function of an Information Role: To accumulate, then publish and distribute on a quarterly basis, a listing of all higher education (and, hopefully, the public school adult education and community school) offerings in the multi-county district it is designated to host. As a means to this end, each institution will:

(1) work with all institutions interested in serving in the district to establish a jointly satisfactory timetable for development of published joint listing of programs and services for the upcoming year;

5.3.3. Designation as a host institution is not a license to call the assigned area "our territory" in the sense that sister institutions are beholden to the host institution for other than providing information.

R430-6. Statements

6.1. **Utah State University, Snow College, College of Eastern Utah:** It is recommended that close relationships be developed in Region V between Utah State University and Snow College, and in Region VII between Utah State University and the College of Eastern Utah. The purpose of this relationship is to better coordinate continuing education between Utah State University and the Moab Center and Snow College and the Utah State University Extension Service. Utilization of staffs through joint appointments can facilitate economies of travel, provide greater depth in the faculties and programs at community colleges, and be mutually advantageous to all institutions.

6.2. **Uintah Basin:** It is recommended that the role for continuing education in the Uintah Basin be assigned to Utah State University (August 2, 1973, pp. 19-25) and:

6.2.1. That the Uintah Basin Center for Continuing Education and the Uintah Basin Area Vocational Center be combined into a single complex under one administration and one facility. That the combined center be under the administration of Utah State University, as opposed to the State Board for Applied Technology Education.

6.2.2. That the people in the Uintah Basin should stand firmly in favor of Utah State University administering a continuing education center over changing to an independent community college, because the continuing education center affords the advantage of upper division and graduate credits not available at a two-year college.

6.2.3. The continuation of a local advisory board for the new institution to be created in Roosevelt.

(2) in accordance with the deadline indicated in such a timetable, indicate which courses and/or programs sister institution propose to offer during the period in question...then collect notices, tabulate the proposed offerings on a community-by- community basis...and distribute proposed offering list to the Commissioner's Office for distribution to institutions within the State System of Higher Education; and

(3) in accordance with deadlines indicated in the adopted timetable, for informational purposes only, provide a list of all courses and/or programs to be offered in the multi-county district(s) during a given period.