

November 9, 2016

TO: State Board of Regents

FROM: David L. Buhler

SUBJECT: Revision of Regent Policy R315, *Service Area Designations and Coordination of Off-Campus Courses and Programs*; Repeal of Regent Policy R430, *Continuing Education/Community Service*;

### Issue

Regent Policy R430 no longer accurately describes the ways in which the continuing education/community service units function in Utah System of Higher Education (USHE) institutions. Repealing R430 and including a simple sentence within Regent Policy R315 acknowledges the important role of these units in outreach to the communities served while allowing various organizational strategies for serving that role, as appropriate to the roles and mission of each institution.

### Background

Recent review of the policies affecting the Academic and Student Affairs division of the Utah System of Higher Education revealed that Regents Policy R430, *Continuing Education/Community Service*, was no longer consistent with the operations of institutional units responsible for these services. A meeting with the Deans/Directors of Continuing Education/Community Service for all of the Utah System of Higher Education (USHE) institutions resulted in a recommendation from that group to eliminate R430 altogether and to capture the functions of continuing education/community service within Regents Policy R315, *Service Area Designations and Coordination of Off-campus Courses and Programs*. The effect was to accurately portray the functions of Continuing Education/Community Service within a single, appropriate policy (R315). While the various types of activities of these units are acknowledged in the revision language, the language addition to R315 indicates the functions of continuing education/community service must fall within the institutional mission.

### Policy Issues

This change was reviewed and recommended by the Continuing Education/Community Service Deans/Directors of the USHE institutions. It was reviewed and recommended (with very slight wording change) by the USHE Chief Academic Officers (CAOs) and has their support. There are no outstanding policy issues.

Commissioner's Recommendation

The Commissioner recommends the Board of Regents approve the repeal of Regents Policy R430 and revision of Regents Policy R315.

---

David L. Buhler  
Commissioner of Higher Education

DLB/EJH  
Attachment

# R315, Service Area Designations and Coordination of Off-Campus Courses and Programs<sup>1</sup>

---

## R315-1. Purpose

- 1.1. **Provide Principles:** To provide principles for offering levels and types of instruction at off-campus locations. These principles include: responsiveness to state-wide needs for higher education, efficient and effective use of state resources, accessibility to higher education throughout the state, and high quality educational experiences.
- 1.2. **Designate Service Areas:** To designate institutional service areas by county, level and type of instruction for USHE colleges and universities.
- 1.3. **Establish Guidelines:** To establish guidelines under which the Commissioner may review service area assignments, and recommend for review and approval of the Board service area education coordination plans outlining institutional responsibilities within the area to coordinate and offer instructional programs.

## R315-2. References

- 2.1. Utah Code [§53B-16-101](#) (Establishment of Institutional Roles and General Courses of Study)
- 2.2. Policy and Procedure, [R312](#), Configuration of the Utah System of Higher Education and Institutional Missions and Roles
- 2.3. Policy and Procedure [R353](#), Telecommunications for Off-campus Learning
- 2.4. Policy and Procedure [R354](#), State Wide Open Broadcast Courses and Programs
- 2.5. Policy and Procedure [R355](#), Planning, Funding and Delivery of Courses and Programs via Statewide Telecommunications Networks
- 2.6. Policy and Procedure [R401](#), Approval of New Programs, Program Changes, Discontinued Programs, and Program Reports
- 2.7. Policy and Procedure [R428](#), Coordination, Support and Monitoring of Career and Technical Education

## R315-3. Definitions

- 3.1 **Designated Service Area.** The Utah counties for which a Utah System of Higher Education (USHE) institution has responsibility to provide courses or programs of study that fit within its mission
- 3.2 **Designated Service Area Provider** – The USHE institution with responsibility to: (1) provide courses or programs of study consistent with its mission within a designated service area, (2) assist in

---

<sup>1</sup> Approved September 23, 1994; amended January 21, 2000, April 15, 2009, and September 13, 2013.

identifying other USHE institutions to provide courses or programs not within its mission, and (3) respond to requests from other institutions wishing to provide courses or programs of study within the provider's designated service area. Designated service areas are identified in R-315.7.

**3.3. Concurrent Enrollment** - enrollment by public school students in one or more USHE institution course(s) under a contractual agreement between the USHE institution and a school district/public school. Students continue to be enrolled in public schools, to be counted in average daily membership, and to receive credit toward graduation. They also receive college credit for courses. Concurrent enrollment is distinct from early college admission. (R165)

#### R315-4. Service Area Principles

**4.1. Graduate Education:** Graduate education is conducted primarily on the main campuses of the teaching and research universities. Some selected professional master's degree programs are offered at the Master's Universities. Selected off-campus graduate programs are offered by universities at centers and branch campuses, through university centers and distance learning technologies.

**4.2. Upper Division Education:** Upper division education is delivered by the universities (UofU, USU, WSU, SUU and UVU) on their main campuses, centers, branch campuses, university centers, and through distance learning opportunities; and by Dixie State University, and Snow College, but only as approved by the Regents.

**4.3. Lower Division Education:** Access to lower division education, including concurrent enrollment, should be as broadly available throughout the state as resources allow. In general, growth in lower division enrollments will be met by the comprehensive community colleges (SLCC and SNOW), baccalaureate college (DSU), and the Master's universities (WSU, SUU, and UVU) and through distance learning opportunities.

**4.4. Remedial and Developmental Education:** Remedial and developmental education is a part of the community college mission and receives regular state support at those institutions with that express mission. At institutions that do not have an express community college mission (aside from the Career and Technical Education roles that all USHE institutions except for the University of Utah) any below 1000 level (remedial or developmental) courses can be provided on a self-support basis.

**4.5. Postsecondary Career and Technical Education (CTE):** The Utah State Board of Regents, recognizing the diverse goals of its students, is committed to offering postsecondary career and technical education, both credit and noncredit. Postsecondary CTE is a vital statewide role of the Utah System of Higher Education. This responsibility is met in assigned service areas by all USHE institutions except for the University of Utah, which does not have a CTE mission.

**4.6. Community Outreach:** All USHE institutions engage their larger community by enhancing cultural and economic development within communities. An institution's mission and role influences the specific community outreach activities it promotes.

**4.67. Collaboration, Cooperation, and Sharing of Service Area Facilities:** The institutions are part of a single system of higher education. Institutions shall collaborate, cooperate, and share facilities in geographic areas where more than one institution delivers educational services.

**4.78. Right of First Refusal and Primary Responsibility:** Within designated service areas, the local institution(s) has/have the right of first refusal and the first responsibility to provide programs consistent with mission and role assignments and to coordinate other offerings. After consultation and with the

concurrence of the institution(s) designated to serve a particular area, other state institutions may provide needed lower division and other courses, that do not fall within the designated service provider(s)' mission and role assignments, interests, and/or capacities. Institutions shall designate a person responsible for responding to constituent requests for course and program delivery. Requests from constituents in another state institution's designated service area shall be forwarded to the contact person of the appropriate designated service area provider. When the designated service area provider is unable to respond to a constituent request, the designated person within the institution should attempt to identify a possible alternative provider from within the USHE.

**4.89. Regents-Approved Exceptions to Geographic Service Areas:** Special circumstances involving such matters as methods of instruction, funding sources or mission and role assignments may result in exceptions to the geographic service area role assignments.

**4.89.1. Technology-Delivered Instruction:** Technologically-delivered courses and programs afford an efficient and effective means for Utah colleges and universities to provide broader and more economical access to high quality instruction. Courses or programs delivered via technology in asynchronous faculty-student interaction (fully "on-line" programs) are exceptions to the geographic service area designations.

**4.89.2. Special Contract Courses:** Self-supporting special contract courses, conferences, or programs with industry, government, or school districts not open to the general public will be exceptions under Regent guidelines.

**4.89.3. Exclusive Statewide Program Roles:** Certain exclusive statewide or regional program roles have been assigned to particular institutions. These institutions may provide programs outside their respective service areas under Regent guidelines. The institutional service areas are specified in R315.7.

**4.910. Adjustments Approved by the Board:** At a given time, in a given location, the Board may determine that a certain level or type of educational or training program is better delivered by an institution other than the one designated by this policy.

#### **R315-5. Geographic Designations of Service Area Assignments for Off-Campus Programs and Courses by Program Level**

**5.1. Service Area Assignments:** Service area assignments, as currently approved by the Board, are summarized in R315-7. Assignments are made through an evolving process that reflects an ongoing evaluation by the Commissioner and institutional Presidents. After recommendation by the Commissioner and institutional Presidents, assignments are reviewed and approved by the Board.

**5.2. Designation by Type of Program:** The geographic designations are intended to define service areas for off-campus programs offered by USHE institutions, including concurrent enrollment programs with high schools. Service areas for the delivery of career and technical education programs will be in accordance with R428, Coordination, Support, and Monitoring of Career and Technical Education.

#### **R315-6. Provision for Delivery Outside of Designated Service Area**

**6.1 Provision by Written Agreement.** An institution may deliver instruction outside of its designated service region if a written agreement between the Presidents of the delivering institution and the institution with responsibility for the designated service area has been executed (with the exceptions noted in R315.4.8). Agreements should address: (1) the course or program offerings to be delivered, (2) facility-

sharing or other conditions of offering to be provided by each institution, and (3) conditions under which the institutions may revise or discontinue the agreement.

**6.2 Verification of Existing Delivery Outside of a Designated Service Area.** The Commissioner's Office has responsibility for compiling a list of instruction being delivered outside designated service areas by each USHE institution no later than one month after Regent approval of this policy revision. The existing delivery outside of a designated service area that appears on this compiled list will be considered already approved. Institutions shall provide the name and contact information for the contact person for constituent requests for program delivery to the Office of the Commissioner.

**6.3 Notification and Review of Program Delivery During Program Development and Approval Processes**

**6.3.1** As specified in R401 (6.1.4), institutions must report annually what programs they have under development or consideration [including currently approved programs being developed for fully on-line (asynchronous) delivery outside the institution's service region].

**6.3.2** Each year, the CAOs will update the matrix describing programs under development or consideration (per R401), and the submissions will be reviewed by the Council of CAOs, with objections or concerns being raised during that review. This does not preclude an institution from objecting to a program during the R401 program review process, but it is preferable for objections to program delivery outside of a service area be raised BEFORE an institution spends considerable time and energy developing a program, if possible.

**6.4 Conflict Resolution.** When conflicts arise regarding delivery of programs, the CAOs of the involved institutions shall attempt to resolve the conflict. Conflicts that cannot be resolved at this level shall be addressed by the presidents of the involved institutions. Unresolved conflicts at the level of the involved presidents shall be forwarded to the Commissioner (in consultation with the Board of Regents) for resolution.

**R315-7. Designated Service Areas**

| Institution                 | Service Area/by County                                              |
|-----------------------------|---------------------------------------------------------------------|
| University of Utah          | Salt Lake, Summit (Park City only)                                  |
| Utah State University       | Cache, Rich, Box Elder, Duchesne, Uintah, Daggett, Tooele           |
| USU - Eastern               | Carbon, Emery, Grand, San Juan                                      |
| Weber State University      | Weber, Morgan, Davis                                                |
| Southern Utah University    | Iron, Garfield, Beaver                                              |
| Utah Valley University      | Utah, Wasatch, Summit (concurrent enrollment only within Park City) |
| Dixie State University      | Washington, Kane                                                    |
| Snow College                | Sanpete, Sevier, Wayne, Piute, Millard, Juab                        |
| Salt Lake Community College | Salt Lake for certificate, applied associate and associate degrees  |

# R315, Service Area Designations and Coordination of Off-Campus Courses and Programs<sup>1</sup>

---

## R315-1. Purpose

- 1.1. **Provide Principles:** To provide principles for offering levels and types of instruction at off-campus locations. These principles include: responsiveness to state-wide needs for higher education, efficient and effective use of state resources, accessibility to higher education throughout the state, and high quality educational experiences.
- 1.2. **Designate Service Areas:** To designate institutional service areas by county, level and type of instruction for USHE colleges and universities.
- 1.3. **Establish Guidelines:** To establish guidelines under which the Commissioner may review service area assignments, and recommend for review and approval of the Board service area education coordination plans outlining institutional responsibilities within the area to coordinate and offer instructional programs.

## R315-2. References

- 2.1. Utah Code [§53B-16-101](#) (Establishment of Institutional Roles and General Courses of Study)
- 2.2. Policy and Procedure, [R312](#), Configuration of the Utah System of Higher Education and Institutional Missions and Roles
- 2.3. Policy and Procedure [R353](#), Telecommunications for Off-campus Learning
- 2.4. Policy and Procedure [R354](#), State Wide Open Broadcast Courses and Programs
- 2.5. Policy and Procedure [R355](#), Planning, Funding and Delivery of Courses and Programs via Statewide Telecommunications Networks
- 2.6. Policy and Procedure [R401](#), Approval of New Programs, Program Changes, Discontinued Programs, and Program Reports
- 2.7. Policy and Procedure [R428](#), Coordination, Support and Monitoring of Career and Technical Education

## R315-3. Definitions

- 3.1 **Designated Service Area.** The Utah counties for which a Utah System of Higher Education (USHE) institution has responsibility to provide courses or programs of study that fit within its mission
- 3.2 **Designated Service Area Provider** – The USHE institution with responsibility to: (1) provide courses or programs of study consistent with its mission within a designated service area, (2) assist in

---

<sup>1</sup> Approved September 23, 1994; amended January 21, 2000, April 15, 2009, and September 13, 2013.

identifying other USHE institutions to provide courses or programs not within its mission, and (3) respond to requests from other institutions wishing to provide courses or programs of study within the provider's designated service area. Designated service areas are identified in R-315.7.

**3.3. Concurrent Enrollment** - enrollment by public school students in one or more USHE institution course(s) under a contractual agreement between the USHE institution and a school district/public school. Students continue to be enrolled in public schools, to be counted in average daily membership, and to receive credit toward graduation. They also receive college credit for courses. Concurrent enrollment is distinct from early college admission. (R165)

#### R315-4. Service Area Principles

**4.1. Graduate Education:** Graduate education is conducted primarily on the main campuses of the teaching and research universities. Some selected professional master's degree programs are offered at the Master's Universities. Selected off-campus graduate programs are offered by universities at centers and branch campuses, through university centers and distance learning technologies.

**4.2. Upper Division Education:** Upper division education is delivered by the universities (UofU, USU, WSU, SUU and UVU) on their main campuses, centers, branch campuses, university centers, and through distance learning opportunities; and by Dixie State University, and Snow College, but only as approved by the Regents.

**4.3. Lower Division Education:** Access to lower division education, including concurrent enrollment, should be as broadly available throughout the state as resources allow. In general, growth in lower division enrollments will be met by the comprehensive community colleges (SLCC and SNOW), baccalaureate college (DSU), and the Master's universities (WSU, SUU, and UVU) and through distance learning opportunities.

**4.4. Remedial and Developmental Education:** Remedial and developmental education is a part of the community college mission and receives regular state support at those institutions with that express mission. At institutions that do not have an express community college mission (aside from the Career and Technical Education roles that all USHE institutions except for the University of Utah) any below 1000 level (remedial or developmental) courses can be provided on a self-support basis.

**4.5. Postsecondary Career and Technical Education (CTE):** The Utah State Board of Regents, recognizing the diverse goals of its students, is committed to offering postsecondary career and technical education, both credit and noncredit. Postsecondary CTE is a vital statewide role of the Utah System of Higher Education. This responsibility is met in assigned service areas by all USHE institutions except for the University of Utah, which does not have a CTE mission.

**4.6. Community Outreach:** All USHE institutions engage their larger community by enhancing cultural and economic development within communities. An institution's mission and role influences the specific community outreach activities it promotes.

**4.7. Collaboration, Cooperation, and Sharing of Service Area Facilities:** The institutions are part of a single system of higher education. Institutions shall collaborate, cooperate, and share facilities in geographic areas where more than one institution delivers educational services.

**4.8. Right of First Refusal and Primary Responsibility:** Within designated service areas, the local institution(s) has/have the right of first refusal and the first responsibility to provide programs consistent with mission and role assignments and to coordinate other offerings. After consultation and with the



concurrence of the institution(s) designated to serve a particular area, other state institutions may provide needed lower division and other courses, that do not fall within the designated service provider(s)' mission and role assignments, interests, and/or capacities. Institutions shall designate a person responsible for responding to constituent requests for course and program delivery. Requests from constituents in another state institution's designated service area shall be forwarded to the contact person of the appropriate designated service area provider. When the designated service area provider is unable to respond to a constituent request, the designated person within the institution should attempt to identify a possible alternative provider from within the USHE.

**4.9. Regents-Approved Exceptions to Geographic Service Areas:** Special circumstances involving such matters as methods of instruction, funding sources or mission and role assignments may result in exceptions to the geographic service area role assignments.

**4.9.1. Technology-Delivered Instruction:** Technologically-delivered courses and programs afford an efficient and effective means for Utah colleges and universities to provide broader and more economical access to high quality instruction. Courses or programs delivered via technology in asynchronous faculty-student interaction (fully "on-line" programs) are exceptions to the geographic service area designations.

**4.9.2. Special Contract Courses:** Self-supporting special contract courses, conferences, or programs with industry, government, or school districts not open to the general public will be exceptions under Regent guidelines.

**4.9.3. Exclusive Statewide Program Roles:** Certain exclusive statewide or regional program roles have been assigned to particular institutions. These institutions may provide programs outside their respective service areas under Regent guidelines. The institutional service areas are specified in R315.7.

**4.10. Adjustments Approved by the Board:** At a given time, in a given location, the Board may determine that a certain level or type of educational or training program is better delivered by an institution other than the one designated by this policy.

#### **R315-5. Geographic Designations of Service Area Assignments for Off-Campus Programs and Courses by Program Level**

**5.1. Service Area Assignments:** Service area assignments, as currently approved by the Board, are summarized in R315-7. Assignments are made through an evolving process that reflects an ongoing evaluation by the Commissioner and institutional Presidents. After recommendation by the Commissioner and institutional Presidents, assignments are reviewed and approved by the Board.

**5.2. Designation by Type of Program:** The geographic designations are intended to define service areas for off-campus programs offered by USHE institutions, including concurrent enrollment programs with high schools. Service areas for the delivery of career and technical education programs will be in accordance with R428, Coordination, Support, and Monitoring of Career and Technical Education.

#### **R315-6. Provision for Delivery Outside of Designated Service Area**

**6.1 Provision by Written Agreement.** An institution may deliver instruction outside of its designated service region if a written agreement between the Presidents of the delivering institution and the institution with responsibility for the designated service area has been executed (with the exceptions noted in R315.4.8). Agreements should address: (1) the course or program offerings to be delivered, (2) facility-

sharing or other conditions of offering to be provided by each institution, and (3) conditions under which the institutions may revise or discontinue the agreement.

**6.2 Verification of Existing Delivery Outside of a Designated Service Area.** The Commissioner's Office has responsibility for compiling a list of instruction being delivered outside designated service areas by each USHE institution no later than one month after Regent approval of this policy revision. The existing delivery outside of a designated service area that appears on this compiled list will be considered already approved. Institutions shall provide the name and contact information for the contact person for constituent requests for program delivery to the Office of the Commissioner.

**6.3 Notification and Review of Program Delivery During Program Development and Approval Processes**

**6.3.1** As specified in R401 (6.1.4), institutions must report annually what programs they have under development or consideration [including currently approved programs being developed for fully on-line (asynchronous) delivery outside the institution's service region].

**6.3.2** Each year, the CAOs will update the matrix describing programs under development or consideration (per R401), and the submissions will be reviewed by the Council of CAOs, with objections or concerns being raised during that review. This does not preclude an institution from objecting to a program during the R401 program review process, but it is preferable for objections to program delivery outside of a service area be raised BEFORE an institution spends considerable time and energy developing a program, if possible.

**6.4 Conflict Resolution.** When conflicts arise regarding delivery of programs, the CAOs of the involved institutions shall attempt to resolve the conflict. Conflicts that cannot be resolved at this level shall be addressed by the presidents of the involved institutions. Unresolved conflicts at the level of the involved presidents shall be forwarded to the Commissioner (in consultation with the Board of Regents) for resolution.

**R315-7. Designated Service Areas**

| Institution                 | Service Area/by County                                              |
|-----------------------------|---------------------------------------------------------------------|
| University of Utah          | Salt Lake, Summit (Park City only)                                  |
| Utah State University       | Cache, Rich, Box Elder, Duchesne, Uintah, Daggett, Tooele           |
| USU - Eastern               | Carbon, Emery, Grand, San Juan                                      |
| Weber State University      | Weber, Morgan, Davis                                                |
| Southern Utah University    | Iron, Garfield, Beaver                                              |
| Utah Valley University      | Utah, Wasatch, Summit (concurrent enrollment only within Park City) |
| Dixie State University      | Washington, Kane                                                    |
| Snow College                | Sanpete, Sevier, Wayne, Piute, Millard, Juab                        |
| Salt Lake Community College | Salt Lake for certificate, applied associate and associate degrees  |

~~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 Plan<sup>2</sup>~~

~~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.~~

---

<sup>1</sup> Adopted April 24, 1973; amended September 25, 1973 and November 16, 1979.

<sup>2</sup> 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,<sup>3</sup> 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.<sup>4</sup>

<sup>3</sup> 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).

<sup>4</sup> 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.