



May 3, 2012

Dr. Luis M. Proenza  
President  
University of Akron  
302 Buchtel Common  
Akron, OH 44325-4702

Dear President Proenza:

This letter is accompanied by a copy of the Additional Location Confirmation Report Forms completed following the **North Canton and Tallmadge, OH** location visits to University of Akron. As reported, the additional locations conforms to the description provided by University of Akron and no further monitoring is required.

Within the Additional Location Confirmation Reports, you will find brief comments on degree offerings, human and physical resources, and instructional resources. I encourage you to consider these comments as advice and suggestions for continued improvement of the additional locations.

Thank you again for your flexibility and hospitality in arranging the Additional Location Confirmation Visits, which fulfills federal regulations, related to institutional change. As indicated in the Commission policy, completion of the visit and fulfillment of the requirement will be noted in your institution's history record, and the completed report will be included in your institution's permanent file.

If you have any questions or comments regarding the Additional Location Confirmation Visits or the reports, please feel free to contact me. (800-621-7440 ext. 146)

Sincerely,

Patricia Newton-Curran  
Director of Accreditation Operations  
email: [pnewton@hlcommission.org](mailto:pnewton@hlcommission.org)

Enclosure

## Additional Location Confirmation Visit Report Form

**Name of Institution: University of Akron**

**Name/Address of Additional Location: Stark State College • 6200 Frank Avenue  
NW • North Canton, Ohio 44720**

**Date of Visit: March 28 – 29, 2012**

**Visitor: Jim Simpson**

*Compare the written description of the location (provided in the institution's change request, the Commission's response, and/or the team report) with the actual location and answer the following questions. Document findings for each item, and indicate the institution's strengths and/or opportunities for improvement in controlling and delivering degree programs off campus.*

- 1. Is the location at the approved address and are the programs or courses offered as described in the original request?**

**Yes.**

*Comments: A class listed in the current course schedule as 2420:310 – Leadership Principles and Practices for Technical Organizations was observed. The class meets on Wednesday evenings from 6 – 9:30 at Stark State College, the location described in the change request. The instructor was Leslie Schneider. Per the college catalog, this is one of the courses in the Bachelor of Organizational Management program.*

*A discussion with the students confirmed the rationale for the change request; that is, University of Akron was able to extend their program offerings to a broader group of students who had completed an associate degree and were now seeking to complete a bachelor degree. Many of these students said they had completed their associate degree at Stark, but their work schedules would not allow them to commute to the main campus to complete the bachelor degree.*

*Larry Gilpatrick, the Department Chair for Business Technology, was also available to discuss program elements and supervision. The Change Panel team questioned whether this program started in January, 2011 as stated in the change request. This date would have been prior to the approval. Mr. Gilpatrick clarified the program started at the main campus first, and was then offered at Stark beginning August of 2011.*

- 2. Are the instructional resources (e.g. registration, advising, career counseling and placement, library access) as described in the original request and what evidence demonstrates that they are appropriate for the programs offered?**

**Yes.**

*Comments: Interviews with students at the Stark location confirmed they have identical access to instructional resources as students attending the main campus. For example, students stated a faculty advisor was available to help them, and library resources are fully available through UA's online library and OhioLink, a statewide library consortium.*

**3. Are the financial resources for the location as described in the original request and what evidence demonstrates that the institution effectively plans for growth and maintenance of additional locations?**

**Yes.**

*Comments: A review of the published financial statements illustrated the funding model for UA relies primarily on tuition for revenue. Tuition for these classes will provide sufficient revenue due to the minimal expenses since Stark is providing the facilities free of charge. An interview with Dennis Trenger, Director of Academic Outreach Programs for Stark confirmed Stark is willing to provide the facilities as a service to their alumni and surrounding community. Mr. Trenger believes there will be further opportunities for similar programs because, despite the close proximity of Kent State, many of Stark's student choose to pursue advanced degrees at University of Akron.*

*Dr. Rex Ramsier, Vice Provost confirmed UA and the Office of Outreach and Professional Learning use an integrated planning approach to plan for new locations. That approach uses total cost modeling, return on investment calculations, and extensive market analyses to plan for growth and maintenance of additional locations.*

**4. Does the evidence confirm that the institution effectively oversees instruction at the additional locations?**

**Yes.**

*Comments: Larry Gilpatrick, the Department Chair for Business Technology stated he reviews the syllabi and discusses student evaluations with adjunct professors for this program on a regular basis. An outline of the syllabus containing core course objectives and text selection are overseen by the department. The instructor has the freedom to modify the syllabus as long as the course objectives are addressed and the same text is used.*

**5. Does evidence confirm that the measures and techniques employed at a location equivalent to those for assessment and evaluation on the main campus?**

**Yes.**

*Comments: Faculty create their assessments based upon the common course objectives, along with any additional objectives that have been added to the common syllabus. Syllabi for three courses were provided that describe the assessments used for each class.*

**6. Does evidence confirm that the institution has appropriately qualified and sufficient staff and faculty in place for the location and that the institution supports and evaluates personnel at the off-campus location?**

**Yes.**

*Comments: Curriculum Vitae for the Department Chair and three of the instructors (including the one teaching the observed class) were provided. These documents illustrate the qualifications of the faculty. Mr. Gilpatrick confirmed that, as department chair, he evaluates the instructors in the program.*

*Ms. Barb Jenkins, Director of the Office of Outreach and Professional Learning oversees the needs of faculty and students at offsite locations by providing a Program Assistant from the Outreach office. The Program Assistant for Stark is Kelly Chaff, who provides a single point of contact for faculty and students. She also coordinates room scheduling, parking, and technical support with the Location Coordinator from Stark (Dennis Trenger).*

**7. Does the evidence confirm that the institution delivers, supports, and manages necessary student services at the additional location?**

**Yes.**

*Comments: The students who were interviewed stated they have identical access to student services as the students on the main campus. For example, the students were especially pleased with "Zipline", the online student registration system.*

## SUMMARY RECOMMENDATION

**Select one of the following statements. Include, as appropriate, summary statement of findings.**

Overall, the pattern of this institution's operations at its extended additional locations appears to be adequate, and no further review or monitoring by the Higher Learning Commission is necessary.

## Additional Location Confirmation Visit Report Form

**Name of Institution: University of Akron**

**Name/Address of Additional Location: Tallmadge High School, 484 East Ave,  
Tallmadge, OH 44278**

**Date of Visit: March 28 – 29, 2012**

**Visitor: Jim Simpson**

*Compare the written description of the location (provided in the institution's change request, the Commission's response, and/or the team report) with the actual location and answer the following questions. Document findings for each item, and indicate the institution's strengths and/or opportunities for improvement in controlling and delivering degree programs off campus.*

- 1. Is the location at the approved address and are the programs or courses offered as described in the original request?**

**Yes.**

*Comments: A class listed in the current course schedule as 5610:609-610 – Programming Issues for Individuals with Pervasive Developmental Disorders – Wednesday – 4:50-7:20 – Tallmadge Project Room Instructor: Lynn Ciccantelli was observed. Although this class is not part of the MA/MS Principalship that was identified in the change request, it is part of the MAED Special Education offered by the College of Education. As stated in the change request, the University intended to respond to the needs of the local population which it has done by tailoring the program offerings to the needs of this cohort of students.*

*The need for K-12 educators to receive continuing education is strong and UA's experiences in this area are extensive. UA's programs in the College of Education are NCATE-accredited and uniquely positioned to serve this market. After UA obtains approval for three sites, they will be able to apply for the Location Notification Program which would allow them greater flexibility to respond to the market needs of their community.*

- 2. Are the instructional resources (e.g. registration, advising, career counseling and placement, library access) as described in the original request and what evidence demonstrates that they are appropriate for the programs offered?**

**Yes.**

*Comments: Interviews with students at the Tallmadge location confirmed they have identical access to instructional resources as students attending the main campus. For example, students stated a faculty advisor was available to help them, and library*

resources are fully available through UA's online library and OhioLink, a statewide library consortium.

**3. Are the financial resources for the location as described in the original request and what evidence demonstrates that the institution effectively plans for growth and maintenance of additional locations?**

**Yes.**

*Comments: A review of the published financial statements illustrated the funding model for UA relies primarily on tuition for revenue. The cohort for this program consists of 15 students (the minimum required to form a cohort) which provides sufficient revenue. Expenses are minimal due to Tallmadge High School providing the facilities free of charge unless special arrangements have to be made to open the building (as confirmed by Dr. Lynn Hruschak of Tallmadge High School). Tallmadge provides the facilities as a service to the surrounding community.*

*Dr. Rex Ramsier, Vice Provost confirmed UA and the Office of Outreach and Professional Learning use an integrated planning approach to plan for new locations. That approach uses total cost modeling, return on investment calculations, and extensive market analyses to plan for growth and maintenance of additional locations.*

**4. Does the evidence confirm that the institution effectively oversees instruction at the additional locations?**

**Yes.**

*Comments: Lynn Ciccantelli, the instructor of the class I observed stated the department chair reviews her syllabus and discusses student evaluations with her on a regular basis. An outline of the syllabus containing core course objectives and text selection are overseen by the department. The instructor has the freedom to modify the syllabus as long as the course objectives are addressed and the same text is used.*

**5. Does evidence confirm that the measures and techniques employed at a location equivalent to those for assessment and evaluation on the main campus?**

**Yes.**

*Comments: Samples of course assessments were provided that align with the common syllabus that is taught at the main campus.*

**6. Does evidence confirm that the institution has appropriately qualified and sufficient staff and faculty in place for the location and that the institution supports and evaluates personnel at the off-campus location?**

**Yes.**

*Comments: Curriculum Vitae for three of the instructors (including the one interviewed) were provided. These documents illustrate the qualifications of the faculty. Ms. Ciccantelli confirmed the department chair evaluates the instructors in the program.*

*Ms. Barb Jenkins, Director of the Office of Outreach and Professional Learning oversees the needs of faculty and students at offsite locations by providing a Program Assistant from the Outreach office. The Program Assistant for Tallmadge is Kelly Chaff, who provides a single point of contact for faculty and students. She also coordinates room scheduling and technical support with the Location Coordinator from Tallmadge (Dr. Lynn Hruschak).*

**7. Does the evidence confirm that the institution delivers, supports, and manages necessary student services at the additional location?**

**Yes.**

*Comments: The students who were interviewed stated they have identical access to student services as the students on the main campus. For example, the students were asked about the lock-step nature of the cohort and what happens if a student has to miss one of the courses in sequence. They explained the Program Assistant and Faculty Advisor have been able to make arrangements for the course to either be taken at the main campus or the student was able to join another cohort.*

## SUMMARY RECOMMENDATION

**Select one of the following statements. Include, as appropriate, summary statement of findings.**

Overall, the pattern of this institution's operations at its extended additional locations appears to be adequate, and no further review or monitoring by the Higher Learning Commission is necessary.