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## **OFF-CAMPUS PROGRAMS (OFFC)**

GOVERNANCE COMMITTEE

CHAIR: DAN MILLER

### **A. Major issues addressed by the committee during the 2010–2011 year**

1. The committee approved the Spanish Department proposal to move its semester program from Denia to Oviedo effective fall 2011. Chair Dan Miller agrees to send a memo to EPC and PPC, copying the Spanish Department.
2. Strategic planning: OCPC discussed the following documents with the aim of developing a useful and viable assessment strategy for both the office of off-campus programs and for the off-campus programs themselves.
  - Mission and vision statement drafts for off-campus programs.
  - Goals for the off-campus programs office.
  - Learning outcomes and objectives for Calvin off-campus programs.
3. Approved proposal to address the problem of inequities in how student overloads on off-campus programs are credited and paid for.
4. Approved proposal to address how financial services bills independent study courses taken by students on off-campus programs by arrangement with supervising professors on campus.
5. Approved a recommendation to the Interim Term Committee to prevent directors of off-campus January interim courses from requiring non-refundable deposits prior to the start of the fall semester.
6. Approved revised model for the New Mexico semester program.
7. With Travel Safety Committee, OCPC initiated a safety audit of the two Honduras-based semester programs (Spanish and IDS).
8. Approved a procedure for allowing students to applying some of their financial aid to non-Calvin OCPs.

### **B. Actions the committee brought before Faculty Senate (if any)**

None

### **C. Other actions, not involving Faculty Senate, that the committee initiated or implemented**

None

### **D. Issues that will continue to be before the committee next year**

1. Next year, OCPC's responsibilities will include evaluating student applications for the financial aid "slots" for non-Calvin programs.
2. OCPC will develop an Assessment Plan for OCPs.