

**ITAC Meeting**

**Continuing Education**

**February 7, 2008**

## CONTINUING EDUCATION

### Nearly 100 years of service to the University and the people of Texas

Continuing Education, a full cost-recovery component of The University of Texas at Austin, was formed in 1909 when the Board of Regents approved President Sidney Mezes' proposal to create an academic extension division that would "increase the usefulness of the University to the people of Texas."

Relying on the University's statewide constitutional mandate, our operating principle reflects the university's theme: "*What Starts Here Changes The World*". Continuing Education is not an appendix to any school or college but has its own mission and funding sources. Continuing Education acts as an interface between the University and a broad spectrum of the people of Texas.

Today, Continuing Education provides a breadth of programs for people whose needs surpass the scope of customary campus offerings. Additionally, our unique accessibility through open-enrollment courses and programs serves to personalize the University experience for our students, clients, and constituents. We deliver more than 800 open-enrollment credit, noncredit, and contract classes and programs for personal and professional development, for specialized training, and for personal enrichment – in classroom settings as well as through distance education delivery modes. Continuing Education serves all people, regardless of age or geographic location and without the requirement of UT admission.

Continuing Education is actively engaged with the Texas Legislature, business and community leaders, policymakers, educators, peer institutions, and state agencies to research and implement educational programs and services that expand and enhance lifelong learning opportunities.

Continuing Education, which is part of Continuing and Innovative Education that operates under the Provost's office, comprises seven public service units:

- University Extension (college credit courses)
- K–16 Education Center
- Joe C. Thompson Conference Center
- Professional Development Center
- Petroleum Extension Service (PETEX)
- University Charter School
- Elderhostel Program

## *Request for ITAC Special Project Funding*

**UNIVERSITY EXTENSION**  
**Dr. Jo Anne Shea, Associate Dean**  
232-7076  
jshea@austin.utexas.edu

University Extension contributes to the University's mission with credit and non-credit programs. Our college credit programs provide superior and comprehensive educational opportunities by making UT courses available to UT students who have schedule conflicts, internships that take them out of town, or a compelling need to accelerate progress toward their degree. These programs also contribute to the University's public service goals by making these academic resources more readily available to the community at large. Our Advanced Placement Summer Institutes help fulfill the University's mission by providing pedagogical and content training for high school and middle school educators, while Odyssey serves our outreach mission by providing intellectual enrichment, conducted in a structured academic setting.

### **CLIENTELE**

- UT students unable to take a full course load in the daytime
- UT alumni seeking additional college credit or professional development
- Non-UT students and adults seeking college credit for a degree or professional development
- Students of all ages seeking personal enrichment

### **WHAT WE DO**

- Provide online and classroom courses from the UT course inventory to full- and part-time UT students, to students enrolled in other universities, and to members of the community at large
- Provide programs and courses in collaboration with UT departments and colleges for career enhancement (such as the Journalism Institute and the Advanced Placement Summer Institute)
- Provide academic non-credit courses for personal development (the Odyssey personal enrichment program)

### **KEY FACTS:**

- All college courses and instructors are approved at the department and college level
- Grades earned in college courses count in overall UT GPA

All online courses will be offered through Blackboard platform by spring, 2009.

Enrollments for the past year

College programs (on line and classroom): 4187 students

- 40% are concurrently enrolled at UT
- 81% are enrolled in online courses

Odyssey personal enrichment courses: 513 participants

Advanced Placement Summer Institutes: 645 participants

## **Request for Funding:**

We would like funding assistance for the following items

- Scanners to facilitate the transmission of hand-drawn graphs and similar documents that, for pedagogical reasons, will remain as “paper” assignments in the online courses. (**\$8000**)
- Headphone / microphones for all instructors to facilitate audio communications with students. This would help us meet SACs requirements that our courses provide for timely and appropriate interaction between students and faculty. (**\$800**)
- Licensing fees for WIMBA software (see [wimba.com](http://wimba.com)), which would allow us seamless integration of interactive technologies such as voice, video, application sharing, polling, and whiteboarding into our BlackBoard courses. ( **\$50,000**)

**Total Funding Request: \$58,800**

This assistance would be to help us more successfully achieve the following SACs requirements:

- provide for timely and appropriate interaction between students and faculty and among students. (CS 3.4.5)
- ensure both the rigor of programs and the quality of instruction. (CS 3.4.1 and CS 3.4.12)
- ensure comparability of distance education programs to campus -based programs. (CS 3.4.1 and CS 3.3.1)

## *Request for ITAC Special Project Funding*

### **THE UT K-16 EDUCATION CENTER**

**Dr. Felipe Alanis, Associate Dean**

471-8203

[felipealanis@austin.utexas.edu](mailto:felipealanis@austin.utexas.edu)

The K-16 Center serves the University of Texas at Austin through its service to the citizens of the state of Texas. Its programs provide unique educational opportunities to young learners and enhance levels of student achievement and retention from kindergarten through college. The K-16 Center is uniquely positioned to guide the education process through technology enhanced learning tools. Through unique partnerships with campus and community affiliates, the K-16 Center is paving the way for high quality education and future career advancement for diverse populations.

In addition, the Associate Dean is responsible for the University Charter School (UCS). The UCS was created in the Fall of 1998 to provide a personalized learning experience for students – grades kindergarten through twelfth- in need of an alternative educational program due to special needs. The UCS serves 962 students in 17 special needs' campuses across the state.

#### **CLIENTELE**

- K-12 Students
- University students
- School Districts
  - Administrators
  - Teachers
  - Counselors
  - Testing Coordinators
  - Virtual School Coordinators
- Home Schoolers
- Private Schools
- Parents

#### **WHAT WE DO**

- Develop new ways to improve our state's schools and prepare students for success in college.
- Prepare innovative instructional K-12 programs to students, teachers, and school districts in Texas, the U.S. and countries around the world.
- Provide alternative strategies for credit toward high school graduation.
- Provide ELL services that include (1) obtaining and analyzing transcripts for students from Mexico (2) providing online courses in Spanish, and (3) administering diagnostic assessments in Spanish.
- Provide courses, programs, and services that include:
  - ASKME Online courses
  - UT High School Diploma Program

- 52 online & CD-ROM based courses for Independent Learners
- Credit by Examination
- LUCHA™ for English Language Learners
- Migrant Student Graduation Enhancement Program
- Testing Services
- Scoring Services

**KEY FACTS (FY 2006-2007)**

- Credit-by-Exam enrollments: 11,347
- Testing Center (test takers): 4,382
- High School course enrollments: 3,648
- Migrant Student Graduation Enhancement Program enrollments: 1,636
- UT High School Diploma Program enrollments: 233
- LUCHA™ Partnerships: 10, including 4 districts with the highest concentration of ELL students in the state
- ASKME Campus License Agreements: 10
- Scoring Center GED exams scored (English, Spanish, French) for Texas: 238,055. Other States: 41,832.

**Funding Request**

University Extension (UEX) at The University of Texas at Austin offers distance learning courses online. UEX is also moving from paper-based testing to online testing for these courses. The K-16 Education Center’s Testing Center at LAC will be administering the online tests for these students. Currently, the Testing Center only has one computer available to students who have needed to test online in the past. The annual college enrollment for paper-based testing at LAC is approximately 2,400 students.

We would like funding assistance for the following items:

1) 20 Tablet PCs\* : Motion Computing LE 1700 with Convertible keyboard and 3-year warranty. Total Cost: \$44,359.80.

*\*\* Tablet PC will allow students to not only take the multiple choice portion of test, but also write short answers to those questions that contains math symbols, formulae or foreign language.*

2) Wireless network upgrade in the testing office to allow up to 20 users capacity: Total Cost: \$4,432

*\*\* Using wireless network will allow flexibility of arranging seats based on the capacity needs.*

3) Storage, security, and mobility of the laptops using a COW cart. Total Cost: \$2,088

**Total funding request: \$50,879.80**

This assistance would be to help us more successfully achieve the following SACs requirements:

- Provides UT students with access to facilities and equipment appropriate to the courses (CS 3.2.8).
- Increases capacity, accuracy and efficiency of the Testing Center to meet UT students' special needs (CS 3.4.6 and CS 3.4.10)
- Maximizes integration of pedagogy with those of design, interaction, delivery and assessment technologies (CS 3.4.1.4).

**JOE C. THOMPSON CONFERENCE CENTER**  
**Wayne C. Hunt III, Director**  
471-2930  
waynehunt@mail.utexas.edu

**CLIENTELE**

The University community, government entities, professional associations, and other not-for-profit entities

**WHAT WE DO**

- Serve as an academic link between the University and the community
- Provide full-service, nonresidential conference facilities, services, and programs for people to continue their educational development and personal enrichment
- Sponsor and host the UT OLLI learning-in-retirement program

**KEY FACTS**

- In fiscal year 2006-2007, TCC hosted over 1,200 events sponsored by various campus entities, for a total of 120,000 participant days...
- During the past 35 years, TCC has hosted over 32,000 educational programs and events serving more than 5,785,000 participants.
- The Osher Lifelong Learning Institute (OLLI), which originated in 1989, comprises four distinct learning-in-retirement programs, is funded by annual participant fees, and now has approximately 1,500 members.

## PROFESSIONAL DEVELOPMENT CENTER

Bob Novello, Director

232-2230

[bnovello@austin.utexas.edu](mailto:bnovello@austin.utexas.edu)

### CLIENTELE

- Companies and organizations seeking specialized skills training for employees
- Working adults seeking skills enhancement for career advancement

### WHAT WE DO

The Professional Development Center at The University of Texas at Austin provides continuing education opportunities to individuals and organizations that will facilitate growth.

- Promote continuing excellence for career and individual development by providing cost-effective and practical noncredit professional development programs for improved personal and organizational performance
- Offer the following training options and services:
  - One- and two-day workshops and seminars
  - Two- to ten-week certificate programs
  - Facilitation
  - Consultation
  - Malcolm Baldrige-based performance excellence training and awards (UT Center for Performance Excellence)

### KEY FACTS

- PDC employees include six full-time instructors who are experienced practitioners with subject matter expertise and exceptional skills in instruction and course development. Other instructors are hired on a contract basis.
- Professional development programs and other training are available through open-enrollment courses for the public and by contract for employers at their places of business
  - Open-enrollment registrations 2006-2007: more than 3,000
  - Professional development contracts to provide programs to organizations at their workplace or another location: 400 (35% government, 35% mining-bilingual, and 30% corporate)
- Since September 1, 2004, more than 700 individuals from UT Austin (most schools and colleges), UT System, UT component schools, and other schools registered for PDC classes
  - **UT component institutions that have sent staff to PDC classes include** UTEP, UTSA, UT Tyler, UT Brownsville, UT Pan American, UTMB, MD Anderson, UT Health Science Center at Houston, UT Southwestern Medical Center, and UT Health Science Center at San Antonio

- **UT component institutions are contracting with PDC to deliver** professional development programs to their constituencies.
- **Other institutions enrolling staff in PDC classes include** Texas A & M University, Baylor College of Medicine, Texas Tech University, Texas State University, Tarleton State University, St. Edward's University, Concordia University, South Texas College, Austin Community College, Alamo Community College District, Texas State Technical College, Huston-Tillotson College, and others across the country.
- In a customer service survey of PDC program participants, almost 90% respondents said that they are using what they learned in class on the job. (2007 Customer Satisfaction Survey)

## **PETROLEUM EXTENSION SERVICE (PETEX)**

**Greg McCormack, Director**

471-3150

[gregmccormack@austin.utexas.edu](mailto:gregmccormack@austin.utexas.edu)

### **CLIENTELE**

#### **For our courses:**

- Primarily, field-level workers in the global oil and gas industry, although engineers often enroll
- Lawyers, accountants, insurance underwriters/adjusters, landmen, employees of Homeland Security, and others who need a basic understanding of the oil and gas industry

#### **For our publications:**

- Major oil and gas companies, including Halliburton, Valero, Schlumberger, Hunt, ConocoPhillips, Transocean, Arabian Drilling, BP Canada, Oxydental Petroleum, Nabors
- Resellers, including International Association of Drilling Contractors, Editions Technip, Amazon.com, Ambassador Books, Rigzone, Barnes and Noble, Canadian Association of Drilling Contractors
- Commercial trainers, including Randy Smith, Maritime Drilling Schools, and Aberdeen Drilling School
- Universities and colleges, including The University of Texas, the University of Alaska, Colorado School of Mines, the University of Denver, the University of Trinidad and Tobago, Northern Lights College, job corps academies, and various community colleges across the nation
- Insurance companies
- Government agencies, including the Bureau of Land Management

### **WHAT WE DO**

- Provide training courses and reference and training materials to the oil and gas industry. Although many engineers enroll in PETEX classes, most courses are targeted to field-level employees – differentiating our work from other University oil and gas support programs, including those in the College of Engineering at UT.
- Train professionals employed by companies that support the oil and gas industry through courses such as *Fundamentals of Petroleum* and *Introduction to Offshore Operations*

### **KEY FACTS**

- PETEX publications are sold all over the world. In the last year, sales of our two most popular titles totaled nearly 40,000. (*A Primer of Offshore Operations* sold 28,126 and *Fundamentals of Petroleum* sold 10,219.) One order from Saudi Aramco recently totaled \$65,000 for a variety of titles.
- More than 1,000 companies have called upon PETEX for oil industry training
- More than 150,000 people have received instruction at the PETEX Houston Training Center
- More than 500,000 students worldwide have benefited from PETEX training

**ELDERHOSTEL PROGRAM**  
**Nancy Seelig, Program Coordinator**  
**512-471-3599**  
**n.seelig@mail.utexas.edu**

**CLIENTELE**

The older adult learner.

**WHAT WE DO**

- Serve as a non-credit academic link between the University and the world.
- Elderhostel offers in-depth and behind-the-scenes residential learning experiences, in over 1300 locations around the world, for almost every interest and ability including history, culture, nature, music, outdoor activities such as walking and biking, individual skills, crafts, and study cruises.
- UT at Austin, as part of the national Elderhostel organization, provides residential learning programs in Austin, San Antonio, Houston, and Kansas City.

**KEY FACTS**

- In fiscal year 2006-2007, UT at Austin Elderhostel hosted over 45 unique programs in Austin, San Antonio, Houston, and Kansas City with over 1300 participants.
- During the past 16 years, UT at Austin Elderhostel program has hosted over 750 educational programs and served more than 25,000 participants in Austin, Big Bend, El Paso, Houston, Dallas, Fort Worth, Salado, San Antonio, Galveston, and Kansas City.

## **CONTINUING EDUCATION INFORMATION TECHNOLOGY**

Yuteh Ma, Assistant Dean

471-7257

yutehma@austin.utexas.edu

### **CLIENTELE**

All of the individual units and programs in Continuing Education, including some direct customer service for CE students and clients.

### **WHAT WE DO**

- Desktop and network support for about 230 staff.
  - Desktop computers and applications (Mac and Windows) for staff
  - Servers and backups
  - Security and networking
  - A part-time staff contract with ITS to support units at PRC and maintain CE servers
- Custom built applications:
  - Mishell: non-credit student/class information/registration/accounting
  - RUEX: college credit student/class information/registration/accounting
  - Rachell: room reservation
  - Speedway for course management
  - IEP online: online education development plan for UCS Special Ed Students
  - Speedway: course management system to support distance education
  - Other systems that support specific CE programs, such as LUCHA testing, etc
- Major applications under development:
  - GED online testing request
  - LUCHA online assessment
  - Speedway upgrades to meet the needs of public schools
  - OLLI application: support Osher Lifelong Learning programs
  - Improving security standards across Continuing Education units

### **KEY FACTS**

- This year the programming staff will deploy new applications in new programming language, Ruby on Rails, which will offer features that the current mainframe infrastructure does not offer.
- The CE units supported by IT are located at the TCC (Dean's office, TCC Conference Center), the LAC (K-16 Center, University Extension), the PRC (Professional Development Center, Petroleum Extension), the AOC (University Charter School, Elderhostel Program), and Houston (PETEX).

## **CONTINUING EDUCATION**

### **CONTACT INFORMATION**

**Dr. Judy Ashcroft, Dean**  
**Continuing and Innovative Education**  
**FAC 248-O (G3800)**  
**p: 471-2777**  
**f: 471-9677**  
**e: jashcroft@austin.utexas.edu**

**Dr. Linda Glessner, Sr. Associate Dean**  
**TCC 1.116 (E4300)**  
**p: 471-2778**  
**f: 471-9677**  
**e: lglessner@austin.utexas.edu**

**Sharry Kahane, Interim Sr. Associate Dean, Business Affairs**  
**TCC 1.116 (E4300)**  
**p: 471-2776**  
**f: 471-9677**  
**e: kahane@austin.utexas.edu**

**Yuteh Ma, Assistant Dean, IT**  
**SW7 (A2300)**  
**p: 471-7257**  
**f: 471-2659**  
**e: yutehma@austin.utexas.edu**

**Dr. Jo Anne Shea, Associate Dean**  
**University Extension**  
**TCC 1.122 (E4305)**  
**p: 232-7076**  
**f: 471-2905**  
**e: jshea@austin.utexas.edu**

**Wayne C. Hunt III, Director**  
**Joe C. Thompson Conference Center**  
**TCC 1.102A (E4302)**  
**p: 471-2930**  
**f: 471-0647**  
**e: waynehunt@mail.utexas.edu**

**Bob Novello, Director**  
**Professional Development Center**  
**PRC 2 (E2000)**  
**p: 232-2230**  
**f: 232-6126**  
**e: [bnovello@austin.utexas.edu](mailto:bnovello@austin.utexas.edu)**

**Greg McCormack, Director**  
**PETEX (Petroleum Extension Service)**  
**PRC 2 (R8100)**  
**p: 471-3150**  
**f: 232-4326**  
**e: [gregmccormack@austin.utexas.edu](mailto:gregmccormack@austin.utexas.edu)**

**Dr. Felipe Alanis, Associate Dean**  
**K-16 Education Center**  
**LAC 1.204E (Q5100)**  
**p: 471-8203**  
**f: 471-7853**  
**e: [felipealanis@austin.utexas.edu](mailto:felipealanis@austin.utexas.edu)**

**Dr. Gwen Boyter, Superintendent**  
**University Charter School**  
**8701 N. Mopac Ste 350**  
**P: 512-471-4864**  
**f: 512-471-4758**  
**e: [gboyter@austin.utexas.edu](mailto:gboyter@austin.utexas.edu)**

**Ms. Nancy Seelig, Program Coordinator**  
**Elderhostel Program**  
**AOC 353**  
**p. 471-3500**  
**f: 471-9677**  
**e: [n.seelig@mail.utexas.edu](mailto:n.seelig@mail.utexas.edu)**