

Off-Campus Academic Programs

Report due to IHL: **August 1st** (or first workday after the 1st when it falls on a weekend)

Template: Off-Campus Academic Programs Reporting Form (Appendix 11)

File Types to Submit to IHL: PDF format with signatures

Corresponding Board Policy: 201.0507

Off-campus academic programs are defined as those programs that are delivered partially or entirely away from an IHL university campus and the mode of delivery involves a physical presence of IHL faculty or staff providing instruction away from a university campus location. This does not include distance learning degree programs.

Process

1. A university shall submit an electronic, signed PDF copy of the *Appendix 11 - Off-Campus Academic Programs Reporting Form* to the Office of Academic and Student Affairs (OASA) by August 1st.
2. The OASA will maintain a listing of off-campus academic programs and location(s) where these programs are offered.
3. The report will be placed on the August agenda of the Chief Academic Officer's Council meeting.
4. The Board of Trustees will receive the Off-Campus Academic *Programs Report* on the Information Agenda at the August meeting.