

HLC Annual Update Report for FY 2013-14, submitted November 2014

http://www.colorado.edu/pba/perfmeas/1038_AIDU_Fall2014_forAY13-14_NFI_CFI_CombinedReport.pdf

Institutional Update 2013-2014

University of Colorado Boulder(1038)

2013 - 2014 Academic Year

Institution Information

Instructions

- If the name of your institution has changed, you must notify your staff liaison.
- Enter the **Main Phone Number** that should be used for public contact with the institution.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	Institution Information
Name	University of Colorado Boulder
Mailing Address 1	17 UCB
Mailing Address 2	
City	Boulder
State	Colorado
Country	United States
Postal Code	80309-0017
Main Phone Number	(303) 492-8908
Extension	
Fax	(303) 492-8866
Website	www.colorado.edu

What is the enabling or authorizing legislation for the institution?

- Report the name of the act or statutory citation that enables or authorizes your institution. Contact your institution's in-house legal counsel for the information.

Colorado Revised Statutes (C.R.S. 23-30-101a)

Memberships

- Select all associations of which your institution is a member or select none.

(Select all that apply)

- ☐ American Association of Community Colleges
- ☐ American Association of State Colleges and Universities
- ☐ American Council on Education
- ☐ Association of American Colleges and Universities
- ☒ Association of American Universities
- ☐ Association of Governing Boards
- ☐ Council of Independent Colleges
- ☐ National Association of Independent Colleges and Universities
- ☒ National Association of Public and Land-Grant Universities
- ☐ National Association of State Universities and Land Grant Colleges
- ☐ State Association of Independent Colleges and Universities

Contact Information

Instructions

- Include designations such as S.J., B.V.M., etc. in the Suffix field.
- Do not include academic credentials such as M.B.A., M.S.N, D.B.A, J.D., etc.
- If the permanent position is vacant, enter the interim or acting officer.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

The Chief Executive Officer:

- Is the principal administrative official responsible for the direction of all affairs and operations of the institution.
- The component of an institution that conducts post-secondary education but who may report to a governing board.

Have you made changes to the contact information below?

(Select one)

- ☒ No Change
- ☐ Update Contact (new information for this person)
- ☐ New Contact (new person in this role)

Contact Type	Chief Executive Officer
Prefix	Dr.
First	Phil
Middle	

Last	DiStefano
Suffix	
Title	Chancellor
Institution Name	University of Colorado Boulder
Address 1	17 UCB
Address 2	
City	Boulder
State	Colorado
Postal Code	80309-0017
Country	United States
Phone	(303) 492-8908
Extension	
Fax	(303) 492-8861
Email Address	Phil.Distefano@Colorado.EDU

The Chief Academic Officer:

- The senior academic administrator at the institution.

Have you made changes to the contact information below?

(Select one)

- ☒ No Change
- ☐ Update Contact (new information for this person)
- ☐ New Contact (new person in this role)

Contact Type	Chief Academic Officer (CAO)
Prefix	Dr.
First	Russell
Middle	
Last	Moore
Suffix	
Title	Provost
Institution Name	University of Colorado Boulder
Address 1	40 UCB
Address 2	
City	Boulder
State	Colorado
Postal Code	80309-0017
Country	United States
Phone	(303) 492-5537
Extension	
Fax	(303) 492-8861
Email Address	Rmoore@Colorado.EDU

The Chief Financial Officer:

- Is the principal administrative official responsible for the finances of the institution.

Have you made changes to the contact information below?

(Select one)

X

- ___ No Change
- ___ Update Contact (new information for this person)
- ___ New Contact (new person in this role)

Contact Type	Chief Financial Officer
Prefix	Ms.
First	Kelly
Middle	
Last	Fox
Suffix	
Title	Sr. Vice Chancellor & Chief Financial Officer
Institution Name	University of Colorado Boulder
Address 1	90 UCB
Address 2	
City	Boulder
State	Colorado
Postal Code	80309-0090
Country	United States
Phone	(303) 492-5852
Extension	
Fax	(303) 492-3001
Email Address	Kelly.Fox@Colorado.EDU

The Accreditation Liaison Officer:

- Has been appointed by your CEO.
- Serves as the primary contact between your institution and the Commission.

- Communicates changes at the institution to the Commission.
- Responds to communications from the Commission.
- Provides oversight for the currency, accuracy and timeliness of institutional information submitted to the Commission, including the Institutional Update.

Have you made changes to the contact information below?

(Select one)

- ☒ No Change
- ☐ Update Contact (new information for this person)
- ☐ New Contact (new person in this role)

Contact Type	Accreditation Liaison Officer (ALO)
Prefix	Dr.
First	William
Middle	
Last	Kaempfer
Suffix	
Title	Vice Provost and Associate VC Budget and Planning
Institution Name	University of Colorado Boulder
Address 1	40 UCB
Address 2	
City	Boulder
State	Colorado
Postal Code	80309
Country	United States
Phone	(303) 492-6923
Extension	

Fax	
Email Address	William.Kaempfer@Colorado.edu

The Data Update Coordinator:

- Has been appointed by your CEO.
- Is responsible for providing accurate, complete and timely information for the Institutional Update.

Have you made changes to the contact information below?

(Select one)

- ☒ No Change
- ☐ Update Contact (new information for this person)
- ☐ New Contact (new person in this role)

Contact Type	Data Update Coordinator
Prefix	Dr.
First	Annie
Middle	
Last	Thayer
Suffix	
Title	Coordinator, Institutional Research
Institution Name	University of Colorado Boulder
Address 1	015 UCB
Address 2	
City	Boulder

State	Colorado
Postal Code	80309-0015
Country	United States
Phone	(303) 492-3448
Extension	
Fax	(303) 492-0996
Email Address	Annie.Thayer@colorado.edu

Financial Information

Note: the financial data are for the entire CU System and all campuses combined, including Boulder, Denver|Anschutz, and Colorado Springs.

Instructions

- Only data for the current data collection year can be updated. Data from previous years is for informational purposes only.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Financial Information

	FY 2013	FY 2012	FY 2011
Ending month of fiscal year:	June	June	June
Last completed audit year:	2013	2012	2011
Did you receive your last completed audit within 6 months of the close of your fiscal year?	Yes	Yes	Yes
Was your most recent financial audit UNQUALIFIED?	Yes	Yes	Yes
Did your most recent audit report include a going concern for disclosure?	No	No	No

Public Composite Financial Index

Instructions

- To complete this section, utilize your last complete fiscal year audit.
- Guidelines and illustrations regarding the financial ratios for public institutions are found in [Strategic Financial Analysis for Higher Education, 7th ed.](#)
- A worksheet for calculating Composite Financial Index is available on the [Help page](#).
- All strength factors are limited to a scale of -4 to 10.
- For all entries, if a corresponding number does not apply, enter 0 (zero). Blank entries will not be accepted.
- Only data for Fiscal Year 2013 can be updated. Data from previous years is for informational purposes only.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Primary Reserve Ratio Calculation

- The numerator total is the same total as in viability.

	FY 2013	FY 2012	FY 2011
Institution unrestricted net assets	1019861.00	926770.00	806831.00
Institution expendable restricted net assets	390116.00	379820.00	320608.00
Component Unit (C.U.) unrestricted net assets	72735.00	73356.00	82353.00
C.U. temporarily restricted net assets	554479.00	511863.00	554146.00
C.U. net investment in plant	-1011.00	-2367.00	-698.00
Numerator Total	2038202.00	1894176.00	1764636.00
Institution operating expenses	2731247.00	2586986.00	2496981.00
Institution non-operating expenses	68850.00	76483.00	53704.00
C.U. total expenses	155417.00	145959.00	132826.00
Denominator Total	2955514.00	2809428.00	2683511.00
Primary reserve ratio	0.69	0.67	0.65
Primary reserve strength	5.19	5.07	4.95
Primary reserve weight	0.35	0.35	0.35
Primary reserve CFI	1.81	1.77	1.73

Net Operating Revenue Ratio Calculation

	FY 2013	FY 2012	FY 2011
Institution operating income (loss)	-10127.00	-69352.00	-76525.00
Institution net non-operating revenues	264642.00	168987.00	279878.00
C.U. change in unrestricted net assets	-621.00	-8997.00	15488.00
Numerator Total	253894.00	90638.00	218841.00
Institution operating revenues	2628120.00	2517634.00	2420456.00
Institution non-operating revenues	333492.00	245470.00	333582.00
C.U. total unrestricted revenues	156002.00	135195.00	147633.00
Denominator Total	3117614.00	2898299.00	2901671.00
Net operating revenue ratio	0.08	0.03	0.07
Net operating revenue strength	6.26	2.38	5.77
Net operating revenue weight	0.10	0.10	0.10
Net operating revenue CFI	0.63	0.24	0.58

Return on Net Assets Ratio Calculation

	FY 2013	FY 2012	FY 2011
Change in net assets plus C.U. change in net assets	303206.00	141548.00	377952.00
Total net assets + C.U. total net assets (beginning of year)	3737775.00	3603984.00	3226032.00
Return on net assets ratio	0.08	0.03	0.11
Return on net assets strength	4.06	1.95	5.85
Return on net assets weight	0.20	0.20	0.20
Return on net assets CFI	0.81	0.39	1.17

Viability Ratio Calculation

- The **Long-Term Debt** is not obtained from the financial statements directly since this information is usually contained in the notes.
- The Viability strength factor is set to 10 when there is no long term debt.

	FY 2013	FY 2012	FY 2011
Expendable net assets (from Primary Reserve Numerator)	2038202.00	1894176.00	1764636.00
Institution long-term debt (total project-related debt)	1405104.00	1328755.00	1152486.00
C.U. long-term debt (total project-related debt)	71780.00	70404.00	71623.00
Total long-term + C.U. debt (total project-related debt)	1476884.00	1399159.00	1224109.00
Viability ratio	1.38	1.35	1.44
Viability strength	3.31	3.25	3.46
Viability weight	0.35	0.35	0.35
Viability CFI	1.16	1.14	1.21

	FY 2013	FY 2012	FY 2011
Total Composite Financial Indicator Score	4.40	3.50	4.70
Comment	This represents University of Colorado System. Data are from the Annual Financial Report for the University of Colorado. This is per HLC instructions.		

Federal Compliance

Instructions

- Please check with your Registrar or Financial Aid Officer for assistance in completing this section. Also see the Federal Compliance Program document on the Commission's [website](#).

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Academic Term

- Adding or modifying the **Academic Term** may require prior Commission approval. Details about the Commission's policies and procedures related to institutional change can be found on the Commission's [website](#).

(Select all that apply)

- ☐ Continuous
- ☐ Four-one-four
- ☐ Modular
- ☐ Quarter
- ☒ Semester
- ☐ Trimester

Other Accrediting and State Agencies

The list of **Other Accrediting and State Agencies** is limited to those agencies that are recognized by the U.S. Secretary of Education. Agencies recognized only through CHEA (Council on Higher Education Accreditation) are not included in the list.

- For each Agency that you have a relationship with, please verify the status of that relationship. If the status has not changed, enter N/A for the effective end date.
- If the status has changed, please enter the effective start date of the new status and the end date if applicable.

Accreditor	Status	Effective Start Date	Effective End Date
American Bar Association, Council of the Section of Legal Education and Admissions to the Bar (ABA)	Good Standing	8/17/1923	
American Psychological Association, Committee on Accreditation (APA-CoA)	Good Standing	8/1/1980	
American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology (ASHA-CAA)	Good Standing	8/1/1980	
Commission on the English Language Program Accreditation (CEA)	Good Standing	8/1/1980	
National Association of Schools of Music, Commission on Accreditation (NASM)	Good Standing	8/1/1980	
National Council for Accreditation of Teacher Education (NCATE)	Good Standing	8/1/1980	
North Central Association of Colleges and Schools, The Higher Learning Commission (NCA-HLC)	Good Standing	8/15/1913	

This question allows additional rows.

NOTE: This list is not inclusive of all the agencies that accredit CU-Boulder programs, but are from the select list that HLC provides. Per HLC, this list is limited to those accrediting agencies that are recognized by the US Secretary of Education.

Enter any new relationships.

- The list of Other Accrediting and State Agencies is limited to those agencies that are recognized by the U.S. Secretary of Education. Agencies recognized only through CHEA (Council on Higher Education Accreditation) are not included in the list.
- For each Agency that you have a relationship with, please enter the status and effective start date of that relationship. If the status is current, enter N/A for the effective end date.

Accreditor	Status	Effective Start Date	Effective End Date

This question allows additional rows.

Does the institution have a formal student refund policy?

(Select one)

 X Yes

 No

Does the institution report any degree program, certificate or other academic program to the U.S. Department of Education in clock hours for Title IV purposes?

- Adding or modifying **Clock or Credit Hours** may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the Commission's [website](#).

(Select one)

☐ Yes ☒ No

If Yes, how many academic programs are reported in clock hours? (select "not applicable" if previous question was answered "No")

Not Applicable

Identify the institution's FY 2011 Three-Year Cohort Default Rate for student loans.

- Identify the Institution's **FY2011 Three-Year Draft Cohort Default Rate for Student Loans**, which was released by the U.S. Department of Education to institutions in late March 2014.

4.70

Enter the percentage of First-time, Full-time students receiving Pell Grants.

17.00

Enter the average amount of Pell grant aid received by these students.

4236.00

Student Head Count by Level

Instructions

Report your numbers as of your institution's **IPEDS Fall 2013** reporting date.

Enter data as reported in Part A - Fall Enrollment.

Head count is unduplicated.

Enter zero if there is no enrollment.

Full-time Undergraduates are those students enrolled for:

- 12 or more semester credits, or 12 or more quarter credits, or 24 or more contact hours a week each term.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Full-time Undergraduate Students, Grand Total (men+women).
- 4 or 5 year Bachelor's degree programs.
- Associate's degree programs.
- Vocational/Technical degree or certificate granting programs below the baccalaureate level.
- Courses creditable toward an Associate's or Bachelor's degree or toward a certificate below baccalaureate level.

Part-time Undergraduates are those students enrolled for:

- Either less than 12 semester or quarter credits, or less than 24 contact hours a week each term.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Part-time Undergraduate Students, Grand Total (men+women).
- 4 or 5 year Bachelor's degree programs.
- Associate's degree programs.
- Vocational/Technical degree or certificate granting programs below the baccalaureate level.
- Courses creditable toward an Associate's or Bachelor's degree or toward a certificate below baccalaureate level.

Full Time Graduates are those students enrolled for:

- 9 or more semester credits, or 9 or more quarter credits, or a student involved in thesis or dissertation preparation that is considered full time by the institution.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Graduate Students, Grand Total (men+women).
- Any graduate programs.
- Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
- Thesis or dissertation credits.

Part Time Graduates are those students enrolled for:

- Less than 9 semester or quarter credits.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Part-time Graduate Students, Grand Total (men+women).
- Any graduate programs.
- Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
- Thesis or dissertation credits.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Full-time Undergraduate Head Count	23948	23662
Part-time Undergraduate Head Count	2148	2279
Full-time Graduate Head Count	2294	2436
Part-time Graduate Head Count	3627	3568

NOTE: From the IPEDS fall enrollment report, part A.

Student Head Count by Category

Instructions

- Report your numbers based on **IPEDS Fall 2013** reporting date.
- Head count may be duplicated.
- Include both full and part time students.
- **Certificate-Seeking Undergraduates** are students enrolled in credit-bearing certificate program at the undergraduate level.
- **Degree-Seeking Undergraduates** are students enrolled in a degree program at the undergraduate level.
- **Post-Baccalaureate Certificate-Seeking** students are students enrolled in a credit-bearing certificate program above the baccalaureate level.
- **Post-Baccalaureate Degree-Seeking** students are students enrolled in a degree program above the baccalaureate level.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Certificate Seeking Undergraduate	357	111
Degree Seeking Undergraduate	26096	25941
Post-Baccalaureate Certificate-Seeking	6	5
Post-Baccalaureate Degree-Seeking	5921	6004

Institutional Head Count

Instructions

- Report your numbers as of your institution's **IPEDS Fall 2013** reporting date.
- Report unduplicated numbers.
- Enter zero if there are no employees for a category.
- If an employee serves in **more than one category**, report that person in the category used by your institution to classify that person. **Report that person only once.**
- If your institution **did not** report the **Student-to-Faculty Ratio** in IPEDS, use the [worksheets](#) provided to calculate the ratio. There is one worksheet for institutions having only associate and/or bachelor's level programs and one worksheet for institutions with offerings that include graduate programs. (This refers to your actual offerings rather than your Carnegie classification.)
 - **Institutions offering graduate programs only should enter zero.**

Institutional Head Count Crosswalk

Institutional Update Category	IPEDS Category
Full-time Faculty	Professors Associate Professors Assistant Professors Instructors Lecturers Research Staff Public Service Staff Instruction/Research/Pubic Service Staff
Part-time Faculty	Adjunct Faculty Graduate Assistants Professors Associate Professors Assistant Professors Instructors Lecturers Research Staff Public Service Staff Instruction/Research/Pubic Service Staff
Full-time Administration	Archivists, Curators, and Museum Technicians Business and Financial Operations Occupations Librarians Library Technicians Student and Academic Affairs and Other Education Services Occupations Management Occupations Computer, Engineering, and Science Occupations

	Healthcare Practitioners and Technical Occupations Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations
Part-time Administration	Same as above
Full-time Staff	Service Occupations Sales and Related Occupations Office and Administrative Support Occupations Production, Transportation, and Material Moving Occupations Natural Resources, Construction, and Maintenance Occupations
Part-time Staff	Same as above

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Full-time Faculty	2061	1996
Part-time Faculty	3504	3466
Full-time Administration	2245	2168
Part-time Administration	545	521
Full-time Staff	1658	1629
Part-time Staff	242	272
Student-to-Faculty Ratio	18.00	18.80

Dual Credit

Instructions

Dual Credit, also called concurrent enrollment, is defined as students earning college credit for courses that also meet high school requirements and that are taught in the high school during the regular school day.

- Report dual credit head count from **IPEDS Fall 2013** reporting date.
- Head count is unduplicated.
- Enter zero for head count if there is no dual credit enrollment.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Total Dual Credit Student Head Count:	37	47
Can a student earn a certificate or degree from your institution while the student is still enrolled in high school?	No	No

Note: These are high school students taking a CU-Boulder course while enrolled in high school.

Certificates & Degrees Awarded

Instructions

- Report the numbers from July 1, 2012 through June 30, 2013.
- Enter zero for any category for which no certificates or degrees were awarded.

Certificates Awarded are:

- Credit bearing.
- Culminate in the awarding of a certificate or diploma but not a degree.
- May require previous college credit for admission.
- May be at any degree level or pre-associate's.

Associate's Degrees:

- Require the completion of at least 2 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Bachelor's Degrees:

- Require the completion of at least 4 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Master's Degrees:

- Beyond bachelor's degree.
- Require the completion of at least 1 year of full-time equivalent graduate-level.
- Meet institutional requirements for completion of the degree.
- Culminate in awarding of the degree.

Specialist's Degrees:

- Beyond bachelor's degree.
- Require the completion of college work beyond the bachelor's degree in a specific field of study.
- Frequently found in Education and related academic disciplines.

Doctor's Degrees:

- Beyond the master's degree.
- Research/Scholarship degree includes a dissertation or other original project.
- Professional practice degree provides the knowledge and skill for the recognition, credential, or license required for professional practice.
- Meet institutional requirements for completion of the degree.
- Culminate in the awarding of a degree.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Certificates

	2013 - 2014	2012 - 2013
Total Certificates Awarded	187	165
Graduate Certificates Awarded	20	0
Undergraduate Certificates Awarded	167	165

Degrees

	2013 - 2014	2012 - 2013
Associate's Degrees Awarded	0	0
Bachelor's Degrees Awarded	6411	6553
Master's Degrees Awarded	1281	1333
Specialist Degrees Awarded	0	0
Doctor's Degrees Awarded	567	536

Degree Programs Offered

Instructions

- Enter current information of degree programs offered.
- Enter zero for any programs not offered.
- Report degree programs that are offered in CIP-defined fields of study.
- Typically these correspond to majors and should be carried out up to the fourth decimal point (example: 30.1301 Medieval and Renaissance Studies).
- Do not count sub-fields or concentrations within a major as separate programs.
- Details about the Commission's policies and procedures related to institutional change can be found on the Commission's [website](#).

Associate's Degree Programs:

- Require the completion of at least 2 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Bachelor's Degree Programs:

- Require the completion of at least 4 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Master's Degree Programs:

- Beyond bachelor's degree.
- Require the completion of at least 1 year of full-time equivalent graduate-level.
- Meet institutional requirements for completion of the degree.
- Culminate in awarding of the degree.

Specialist's Degree Programs:

- Beyond bachelor's degree.
- Require the completion of college work beyond the bachelor's degree in a specific field of study.
- Frequently found in Education and related academic disciplines.

Doctor's Degree Programs:

- Beyond the master's degree.
- Research/Scholarship degree includes a dissertation or other original project.
- Professional practice degree provides the knowledge and skill for the recognition, credential, or license required for professional practice.
- Meet institutional requirements for completion of the degree.
- Culminate in the awarding of a degree.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Associate's Degree Programs Offered	0	0
Bachelor's Degree Programs Offered	81	79
Master's Degree Programs Offered	59	57
Specialist Degree Programs Offered	0	0
Doctor's Degree Programs Offered	55	55

Certificate Programs Offered

Instructions

- Enter current information on **Certificate Programs Offered**.
- Check with your Financial Aid Office to determine the certificates that are Title IV eligible.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Total number of credit-bearing certificates offered:	13	13
Of the total number of credit-bearing certificates, how many are Title IV eligible?	12	12

Distance Education & Correspondence Education

Instructions

Please make sure your institution is properly distinguishing its distance and correspondence education using the federal definitions. Remember that the **key distinction** in the federal definition is whether the courses are self-paced and the interaction with faculty is student-initiated. Courses of this nature are correspondence education **regardless of whether they are delivered electronically or through any other mechanism**. The U.S. Department of Education (USDE) has informed the Commission: 1) that it is looking closely at whether institutions have properly made this identification, 2) whether the Commission has reviewed the identification, and 3) that there may be Title IV consequences for institutions that have not properly made this identification.

- Please review all degree programs offered through **Distance Education** or **Correspondence Education**. Distance education or correspondence education **programs** are those certificate or degree programs in which 50% or more of the required courses may be taken as distance-delivered **courses**.
- If you have approval for only one Distance Education or Correspondence Education program and you need to add programs, visit hlcommission.org/change and complete the Substantive Change Application. If you need to modify or delete any programs, the Commission will provide an opportunity in the next Institutional Update.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view distance education and correspondence education programs reported to HLC.

Program	Program Type	Modality	Start Date
14.0101, Master, Engineering	Distance Education	Internet	08/20/1980
14.0201, Master, Aerospace Engineering Sciences	Distance Education	Internet	08/20/1980
14.1001, Master, Electrical Engineering	Distance Education	Internet	08/20/1980
14.1004, Master, Telecommunications	Distance Education	Internet	08/20/1980

I have reviewed the data provided above and made any necessary changes.

 X Yes

 No

Note: The programs are master's of engineering and MS programs offered through the College of Engineering and Applied Science's Center for Advanced Engineering and Technology Education (CAETE) <http://cuengineeringonline.colorado.edu/masters/distance>. All are distance education, not correspondence. CAETE lists available programs in 5 discipline areas or majors, as follows:

- [Aerospace Engineering Sciences](#) - MS
- [Computer Science](#) - ME
- [Electrical Engineering](#) - ME and MS
- [Engineering Management](#) - ME
- [Telecommunications](#) - ME and MS

This array might be counted as 7 programs (4 ME and 3 MS), as 5 programs (the 5 discipline areas or majors), or - as here -- as the 4 programs separately approved by the Board of Regents and the Colorado Department of Higher Education (CDHE): The ME (a single approved degree program with multiple majors), MS-Aerospace, MS-Electrical, and MS-Telecommunications. CDHE assigns one CIP code (or CIP plus differentiating "CIP sequence code") to each separately approved degree program. The CIP codes listed are, per HLC instructions, from the CIP 2010 version, using the new CIP for telecommunications of 14.1004, translating to "Telecommunications Engineering."

The CIP assigned to the ME is 14.0101, which translates as "Engineering, General." There is no more appropriate CIP for the ME. Most ME students are in engineering management; a few are concentrating in other disciplines such as aerospace, computer science, or electrical and computer engineering.

Branch Campuses

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their Financial Aid Offices to ensure that information about off-campus operations is consistently reported to the U.S. Department of Education (USDE) and to the Higher Learning Commission (the Commission). The Commission does not approve branch campuses or additional locations retroactively; therefore it is very important for institutions and the students they serve that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.

- A **Branch Campus** is "a location of an institution that is geographically apart and independent of the main campus of the institution". The Commission considers a location of an institution to be independent of the main campus if the location:
 - Is permanent in nature.
 - Offers courses in educational programs leading to a degree, certificate, or other recognized educational credential.
 - Has its own faculty and administrative or supervisory organization.
 - Has its own budgetary and hiring authority.
 - A branch campus must have all four of these attributes.
- Log in to the Commission's [Location & Campus Update System](#) to update the information on your institution's Branch Campuses. (At this time, the system is limited for use by Accreditation Liaison Officers, Chief Executive Officers and Location Management designee for Institutions in the HLC Notification Program.)
 - Enter a head count range for each branch campus based on the actual or anticipated enrollment for the current year.
 - Adding or modifying a branch campus requires prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the [website](#).

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view branch campus reported to HLC.

There are no branch campuses.

I have reviewed the data provided above and made any necessary changes.

 X Yes

 No

Additional Locations

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their Financial Aid Offices to ensure that information about off-campus operations is consistently reported to the U.S. Department of Education (USDE) and to the Higher Learning Commission (the Commission). The Commission does not approve branch campuses or additional locations retroactively; therefore, it is important that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.

- An **Additional Location** is defined as a place, geographically separate from any main or branch campus, where instruction takes place and students can do one or more of the following:
 - Complete 50 percent or more of the courses leading to a degree program.
 - Complete a full degree program.
 - Complete 50 percent or more of the courses leading to a Title IV eligible certificate.
 - Complete a degree program that they began at another institution even if the degree completion program provides less than 50 percent of the courses leading to a degree program.
 - There is no base or threshold number of students or distance from the campus necessary for a facility to qualify as an additional location under this definition. An additional location may have five students or 500 students; it might be five miles or 500 miles from the main or other campus.
 - Add additional location typically does not have a full range of administrative and student services staffed by the facilities personnel; such services may be provided from the main campus or another campus.
 - A facility may provide access to instruction requiring students to be present at a physical location that receives interactive TV, video, or online teaching. It is considered an additional location when 50 percent or more of a distance delivery program is available through one or more of these modalities at that facility.
- Log in to the Commission's [Location & Campus Update System](#) to update the information on your institution's Additional Locations. (At this time, the system is limited for use by Accreditation Liaison Officers, Chief Executive Officers and Location Management designee for Institutions in the HLC Notification Program.)
 - Enter a head count range for each additional location based on the actual or anticipated enrollment for the current year.
 - Adding or modifying an additional location may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the [website](#).

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view additional locations reported to HLC.

There are no additional locations.

I have reviewed the data provided above and made any necessary changes.

 X Yes

_____ No

Contractual Arrangements

Instructions

Commission Policy requires that institutions notify the Commission and seek prior approval if the institution wishes to initiate a contractual arrangement in which the institution outsources some portion of its educational programs i.e. degrees or certificates offered for academic credit (including instruction, oversight of the curriculum, assurance of the consistency in the level and quality of instruction and in expectations of student performance and/or the establishment of the academic qualifications for instructional personnel) to:

- an unaccredited institution,
- an institution that is not accredited by an accreditor recognized by the U.S. Department of Education, or
- a corporation or other entity.

Adding or modifying a contractual arrangement may require prior Commission approval. Institutions should complete the [screening form](#) to add or modify a contractual arrangement related to a credit-bearing academic program (degree or certificate).

- All arrangements previously reported are displayed. Please verify that data shown are correct.

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view contractual arrangements reported to HLC.

There are no contractual arrangements.

I have reviewed the data provided above and made any necessary changes.

 X Yes

 No

Consortial Arrangements

Instructions

- All arrangements previously reported are displayed. Please verify that data shown are correct.
- You will need to report **Consortial Arrangements** including the name of each participating organization(s) in the Consortium that meet this definition:
 - The participating organization(s) are accredited by an agency that is recognized by the U.S. Department of Education.
 - The participating organization(s) provide 50% or more of the academic content of one or more degree programs or Title IV eligible certificate programs.
 - Your institution issues the degree or certificate for these programs.
- Adding or modifying a consortial arrangement may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the Commission's [website](#)

If you have additional questions, please review the [Help page](#) (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view consortial arrangements reported to HLC.

Consortium Name	Program	Associated Institution	State/Country	Start Date	Head Count
Mechanical Engineering Partnership Program with Colorado Mesa University	14.1901, Bachelor, Bachelor - 14.1901 Mechanical Engineering (CMU/CU-Boulder Mechanical Engineering Partnership Program)	University of Colorado Boulder, Colorado Mesa University	CO, US	11/01/2008	1-99

I have reviewed the data provided above and made any necessary changes.

____ Yes

____ No