

**FLORIDA BOARD OF GOVERNORS
PROPOSAL TO RECLASSIFY A TYPE I, II, OR III CAMPUS OR A SPECIAL
PURPOSE CENTER**

University of Central Florida

University Submitting Proposal
Type III

Current Type of Educational Site

0013

Current Site ID

Close Site

Proposed Type of Educational Site

UCF Palm Bay

Educational Site Name
250 Community College Parkway, Palm Bay, FL

Physical Address (US Site: address, city, state, zip)
(International site: street address, number, city, county/province, country)
Fall 2023

Reclassification Effective Term
(First date and term under new classification)

The submission of this proposal constitutes a commitment by the university that, if the proposal is approved, the necessary actions to accommodate students and faculty will have been met prior to final reclassifying the educational site.

06/29/2023

Date Approved by the University Board of Trustees



Alex Martins

Signature 06/30/2023 18:02 EDT
Board of Trustees

Date

Alexander Cartwright

Digitally signed by
Alexander Cartwright
Date: 2023.06.16
16:04:24 -04'00'

2023-06-16

President**Date**

Michael D. Johnson

Digitally signed by
Michael D. Johnson
Date: 2023.06.06
09:44:31 -04'00'

2023-6-6

Vice President for Academic Affairs

Date

Provide current headcount (HC) and full-time equivalent (FTE) student enrollment at the educational site. Provide current headcount (HC) and full-time equivalent (FTE) of faculty and staff employed at the educational site. Indicate the current expenditures by fund source for the educational site.

Students, Faculty, and Staff		
CURRENT	HC	FTE
Undergraduate	0	0
Graduate	0	0
Faculty	0	0
Staff	0	0
PROPOSED	HC	FTE
Undergraduate	0	0
Graduate	0	0
Faculty	0	0

Site Expenditures				
E&G Funds	Contract & Grants Funds	Auxiliary Funds	Other	Total
0	0	0	0	0
E&G Funds	Contract & Grants Funds	Auxiliary Funds	Other	Total
00	0	0	0	0

Staff	0	0
-------	---	---

I. Introduction

- A. Provide a short description of the educational site for which the request to reclassify is being made, including the main purpose for this site (research, instruction, administration, student services, etc.).**

Primary purpose: Instruction & Student Services

- UCF Palm Bay is located on the Palm Bay campus of Eastern Florida State College. The site previously existed primarily for purposes of instruction, and also to provide academic support services for the university's DirectConnect to UCF® partnership with the state college.
- UCF last offered in-person courses on site in spring 2018 and has no plans to resume any in-person instruction or other physical presence at this location. As such, the university seeks to close the UCF Palm Bay site and remove it from the UCF educational sites inventory. This action requires UCF Board of Trustees and Florida Board of Governors approval in accordance with BOG-8.009 (Educational Sites).

II. Need and Demand Assessment

- A. Provide a narrative rationale for the request to reclassify the educational site that includes a need and demand assessment. The need and demand assessment for reclassifying an educational site to a new category in the taxonomy might address reduced or increased demand for access at a particular location or increased costs for instructional delivery that cannot be offset by increased enrollments.**

The UCF Palm Bay educational site most recently hosted coursework toward bachelor's degrees in psychology, human communications, and interdisciplinary studies.

The psychology program expanded its online presence, which proved popular with students and allowed for a more efficient use of resources. As a result, the program offered its last in-person classes at UCF Palm Bay in spring 2018.

The human communications program also offered its last in-person courses at the site in spring 2018. This change was based on a strategic decision to relocate the program to the expanded UCF Downtown campus which opened in fall 2019.

Because psychology and human communication coursework can be applied towards an interdisciplinary studies major, that program also ceased to have a presence at the UCF Palm Bay site after spring 2018.

With the departure of these programs, UCF considered alternative on-site programming but ultimately none emerged as a good fit.

III. Academic Programs and Courses

- A. Provide a list of the degree programs, partial programs, or college credit certificates and courses currently offered at the site. Identify any degree programs to be closed or implemented as a result of reclassifying the educational site. Explain the extent to which the proposed reclassification will have an impact on overall university enrollments, enrollment planning, and degree production.**

As noted above, UCF previously offered coursework on the UCF Palm Bay site toward the following degree programs:

- Bachelor of Science in Psychology
- Bachelor of Arts in Human Communications
- Bachelor of Science/ Arts in Interdisciplinary Studies.

However, for the reasons cited above, since summer 2018, UCF has offered no educational programming at UCF Palm Bay. The university implemented a teachout plan to ensure these changes did not interfere with students' ability to complete their degree programs. Each transition occurred with plenty of notice to impacted students who either completed their coursework prior to the cessation of in-person courses at UCF Palm Bay or opted to complete coursework online or at another approved UCF location.

Then and now, the psychology program offers in-person coursework on the main Orlando campus and at other approved sites across Central Florida, in addition to its online offerings. The same offerings are available to students pursuing an interdisciplinary studies degree.

The human communication program is now offered exclusively at UCF Downtown as a destination program benefiting from ties to downtown industry. Interdisciplinary studies majors may also enroll in human communications courses at the downtown campus.

Closing the educational site at this time will have no impact on current enrollments, enrollment planning, or expected degree production. Additionally, the site closure will not result in concurrent program closures or new program implementations.

- B. Provide an explanation of the manner in which the University intends to accommodate any students or faculty who will be adversely affected by reclassification of the educational site. Describe the steps that have been taken to inform students and faculty of the President's intent to recommend to the Board of Trustees that the site be reclassified.**

Again, no UCF instruction has taken place at the UCF Palm Bay site since spring 2018. No students, faculty members, or staff members were adversely affected by the cessation of in-person course offerings or academic support services at UCF Palm Bay, nor will any be impacted by the site closure.

In-person courses at UCF Palm Bay were taught by faculty members who continued to teach for their respective academic departments online or at other UCF locations.

Students previously enrolled at UCF Palm Bay either completed coursework in their major prior to the cessation of on-site instruction or had the opportunity to complete their program coursework in-person elsewhere or online.

Academic support staff have continued assisting students in the respective degree programs at their new instructional locations or online.

As such, there are no currently impacted students, faculty members, or staff members to notify about the site closure.

- (X) The University certifies that it has a plan for complying with all related regulations of the Southern Association of Colleges and Schools and any other relevant discipline-based accrediting agencies for reclassifying an educational site.**

IV. Administration and Student Support Services

- A. Describe any changes in the administrative structure of the reclassified site and how it will relate to the central administration of the university.**

Closing the UCF Palm Bay educational site has no impact on any UCF administrative structure. UCF retains its DirectConnect to UCF® partnership with Eastern Florida State College and as such, will continue to offer support for aspiring DirectConnect to UCF® students at this partner campus. This is accomplished primarily through UCF Connect, an academic support unit that reports to the senior vice president for student success, whom in turn reports to UCF's provost and executive vice president for academic affairs.

UCF Connect continues to serve as the relationship manager for all DirectConnect to UCF® partnerships and oversees all associated operations.

Accordingly, while no UCF personnel are physically located at the Eastern Florida State College Palm Bay campus, coaching remains available in-person at nearby UCF Cocoa or remotely by appointment with a UCF Connect success coach. Additionally, there is an interactive TV (similar to a kiosk) to assist students in accessing information on UCF, understanding the DirectConnect to UCF® transfer process, and connecting them to a success coach, who will guide them through the admissions and enrollment processes for a successful transition to UCF.

V. Budget and Facilities

- A. Include an explanation of how reclassification will result in any increase, decrease, or repurposing of facilities at the site. Describe any lease or joint-use agreements that will be modified or terminated as a result of reclassification, including land leases from the State of Florida (Board of Trustees of the Internal Improvement Trust Fund).**

Classes at UCF Palm Bay were held in a joint use facility owned by Eastern Florida State College. All space leased by UCF was returned to the state college and reverted to exclusive use by the host campus. Formal inter-institutional agreements were modified accordingly.

- B. Provide a narrative description of how the operational budget for the educational site will be affected by reclassification. Describe the impact that reclassifying the educational site will have on the overall university budget. Identify any special funding necessary to implement reclassification of the educational site.**

The site closure has no impact on UCF's overall or other operational budgets.