

## MEMORANDUM

**To:** Dr. Cornelia Patterson, Chair of UCC Program Committee

**From:** Dr. Donna L. Burgraff, Associate Professor  
Dr. James R. McKean, Associate Professor  
Dr. James M. Smith, Associate Professor  
Prof. Allison White, Associate Professor  
Prof. Sonja Rawn, Associate Professor of Instruction  
Prof. James Stephens, Associate Professor of Instruction  
Prof. Lisa Taylor, Associate Professor of Instruction  
Prof. Roger Watson, Assistant Professor of Instruction

**Date:** March 26, 2021

**Re:** **Formation of ASP Department in UC**

We, the faculty currently housed in University College (UC), wish to add our support to Dean Carey Busch's request to form an academic department in University College to be called the Applied Sciences and Professions (ASP) Department. We hope for the ASP Department becoming official on July 1, 2021.

Once UCC officially recognizes the department, the eight faculty, who will be housed in the new department, will elect one of our members to become the new department chair to assume duties on July 1, 2021 and end duties on June 30, 2023. In anticipation of becoming a new department, the faculty will begin working on policies, procedures, and guidelines to govern the new department.

Though Dean Busch is not supportive of all academic degrees in UC being housed in the new department, it is the faculty preference that other academic degree programs housed in University College become a part of the new department following future discussions.

It is imperative that we, the faculty, become a part of an academic structure to allow us appropriate representation; thus, we want to add our support to the formation of this new department.

Cc: Dr. Carey Busch, Dean of University College