

Marylhurst University's Institutional Teach-out Plan

May 30, 2018

- On May 16, 2018, the Board of Trustees at Marylhurst University voted unanimously to close the University by the end of 2018.
- On May 17, 2018, the president met personally to convey the decision to Faculty Senate officers at 8:00 am. She and two members of the Marylhurst University Board of Trustees shared the decision in person with the campus at an Institutional Meeting at 10:00 am.
- Students, faculty, and staff not in attendance at the Institutional Meeting were notified by email at noon on May 17, 2018. Media outlets also received a Press Release at this time. An official announcement of the closure, the Board of Trustees' resolution and other information pertaining to specific stakeholder groups was posted on the Marylhurst University website.
- Student admissions for all programs were suspended as of spring, 2018.
- Students previously admitted for fall 2018 were notified of the closure.
- This Institutional Teach-out Plan is for all undergraduate and graduate programs offered at Marylhurst University as of today's date.
- Undergraduate programs require a total of 180 quarter-term credits. Graduate programs vary from 45 credits to 104 quarter-term credits.

Marylhurst University's Teach-out Plan consists of the following elements and action steps:

1. Marylhurst University will continue to offer coursework for students through the summer 2018 term.
 - a. This will include an array of courses that would ordinarily have been taught during summer 2018, staffed by those currently engaged to teach those courses, ensuring the necessary experience and expertise in faculty. Normal charges for tuition and fees will apply. No additional charges will be incurred by students.
 - b. An overall analysis of our student body was completed to identify those who were potentially able to graduate this summer. A student-by-student analysis led to the identification of additional courses needed by these students. Those

courses have been added to the summer lineup. Staff who have historically taught those courses have been identified.

- c. Courses required based on the analyses above will be offered regardless of class size. The full range of student resources and support services will continue to be offered to ensure our ability to assist students in finding a path to degree completion.
 - d. Program quality, the student experience in courses with too few students, and financial conditions require us to turn to other options for the students whose program requirements extend beyond summer 2018.
 - e. Scholarship funds and other allowable resources will be provided to students as much as possible in summer term.
2. Marylhurst University has and will continue to present viable options for students to transfer to institutions that have similar programs, providing them with opportunities to make independent decisions about options for completing their program.
- a. Within a week's time, all current Marylhurst students received individualized packets of information that could be shared with other institutions. It included official transcripts and unofficial copies. Individualized degree audit forms were included as well as copies of coursework accepted from other institutions.
 - b. A review of peer institutions in the region was completed to identify appropriate matches among students and programs. Institutions were identified as an appropriate match if they were regionally accredited and were able to provide a smooth transition for Marylhurst University students into programs of similar quality, requirements, and cost.
 - c. An institutional information session was held on May 24 at Marylhurst University. Twenty-five peer institutions were in attendance. Over 250 students attended. Students were able to share their transcripts with institutions of their choice and consider their options. Several students were admitted to programs on-site.
 - d. Follow-up sessions are planned for students within specific programs, with specific institutions that best match our programs' curriculum.
 - e. Online students have been provided with the same information as all other students. Students called into the two information sessions we held for students, and we responded to their questions as well as those who were physically in the room. We also directed all students to our website that includes information, FAQs, and ongoing updates. Here all students are specifically directed to make appointments with their advisers. Regarding the institutional information session, the website contains a listing of the institutions that were represented,

including a link to information on what they are specifically offering Marylhurst students.

For example see: <https://www.marylhurst.edu/closure/faq-students/> and <http://www.cu-portland.edu/welcome-marylhurst-students>

- f. Responding to increased advising needs, student services have been supplemented including extended hours and additional support staff, increasing availability by 40%.
 - g. Student Services support staff will continue to monitor the degree to which our students are finding appropriate places for transfer. We will continue to reach out to institutions throughout the summer with the goal of meeting our obligations to students.
3. For a limited number of programs, we will seek to execute Teach-out Agreements with appropriate institutions.
- a. Our MA in Counseling, Art Therapy, for example, is the only program of its kind in the state. However, there are a number of counseling programs in Oregon that are interested in a potential Teach-out Agreement. (Students, however, will still be able to make their own independent decisions about others that are a good match for them in California, Washington, and throughout the country.)
 - b. Other possible Agreements might be made with institutions if program requirements vary to the degree that might make these Agreements necessary. Discussions with other institutions are occurring for programs with special requirements such as Music Therapy, Education, and Food Systems and Society.

This document describes components of a multi-pronged Teach-out Plan and a process for providing the equitable treatment of students for completing their program of study.

Marylhurst University will provide updates as we progress through the implementation of this Plan.