

**Associate of Arts and Sciences
Collaborative Online Program**

**Program Transition Plan
(As of 11/29/22)**

General Points:

- UW-Milwaukee and UW-Oshkosh have elected to exercise the opt-out option defined in the current collaborative online AAS program MOU effective June 30, 2023.
- Transition planning will include representatives from UWEX, UW-Milwaukee, UW-Oshkosh, and all remaining partners with a focus on creating a seamless transition for impacted students. UWEX will provide regular updates to all affected parties as we proceed in the transition work defined below.
- Current degree-seeking students will have the ability to select their new home campus.
- A subgroup represented by the remaining AAS partners will conduct a review of all existing courses in the degree program to assess viability and make a determination regarding course continuation.
- Courses currently hosted by UW-Milwaukee and UW-Oshkosh defined for continuation in the course array will be distributed to the other program partners with a focus on and continued commitment to equity.
- UW-Milwaukee and UW-Oshkosh will satisfy all UW System and HLC reporting requirements for program suspension.
- UW-Milwaukee and UW-Oshkosh will continue to receive financial support as defined in the MOU addendum through FY22-23.

Transition Plan Timeline (Proposed)

Month	Action Step/Task	Description/How To	Completion Date/Timeframe	Responsibility
November and December 2022				
	UWM and UWO will satisfy all reporting/notification requirements to UW System, HLC, and other entities as required	Notify these reporting entities of intentions to suspend/eliminate the program, satisfy all follow-up reporting responsibilities, maintain ongoing communication with AAS partners regarding status, etc.	Ongoing	UWM (TBD) UWO (TBD)
	Discontinue admission to the program through UWM and UWO	Initiate actions necessary to discontinue future program applications/admissions to include, but not limited to, removal from the		UWM and UWO Academic Directors

		eApp, prospective student advising at UWM and UWO, and others. Notify affected campus stakeholders including academic support offices, faculty, administration, and others.		
	UWM and UWO to construct first communication to current active UWM and UWO students	Draft and share first student communication with the AAS partners for input and revision prior to forwarding between February 15 – March 1.	Draft completion: 12/31/2022 Send communication: 2/15/2023 - 3/1/2023	UWM and UWO Academic Directors with input and support from partners.
	UWEX to create second communication to UWM and UWO students regarding transfer options and process	Draft communication that states a Student Success Coach will be in contact with them regarding options to move forward. Not necessary to lay out options within the communication.	Draft completion: 12/31/2022 Send communication within a week of first campus communication	UWEX AAS Program Manager
	Notify UWEX Marketing, Recruitment, and Student Services	Inform UWEX student support units of change in partner group	10/24/2023	UWEX Program Manager
	Discontinue UWM and UWO course revisions and development	Continue current course developments and revisions in-process through completion and cease any new revisions	11/1/2023	UWEX Program Manager
	Formalize course array moving forward and redistribute remaining UWM and UWO hosted courses to remaining AAS partners	Convene subgroup represented by the remaining AAS partners to conduct a review of all existing courses in the degree program to assess viability and make a determination regarding course continuation and hosting.	12/31/2022	UWEX and remaining partner campuses
January 2023				

	UWEX to review marketing collateral to remove UWM and UWO language/logo	Revise recruitment materials to reflect remaining partners	1/25/2023	UWEX Marketing staff and Program Manager
	Delete UWM and UWO from UWEX-hosted program marketing landing page	Delete UWM and UWO from UWEX-developed and hosted program marketing landing page.	1/25/2023	UWEX IT staff
	Discontinue UWM and UWO collab AAS Social Media Presence	UWEX to discontinue all social media sites for UWM and UWO	1/25/2023	UWEX Marketing staff and Program Manager
March 2023				
	Formally transfer active students to new home campus based on student preference	Partners will determine process and timeline for seamless student transfer to include elimination of any fees associated with this process (e.g., application fees, transcript fees, other) Remaining AAS campus partners will also waive residency requirements for transferring students	3/10/2023	UWM, UWO, and receiving campus(es)
	Notify applied, admitted, and matriculated UWM and UWO students	Notify and inform students currently in the application/admission pipeline of change in program status at UWM and UWO.	3/10/2023	Open applications: UWEX Recruitment Applied: UWM and UWO Admitted: UWM and UWO Matriculated: UWM and UWO
	Communication to UWM and UWO prospective students (those who have expressed interest in applying to campuses)	Inform current prospective students of change in program status at UWO and UWM.	3/10/2023	UWEX Recruitment
	Communication to UWM and UWO students who have not taken action on a transition plan	For students who have not responded to initial communication, UWEX Success Coach will reach out and assist in decision related to new home campus and transfer process.	3/15/2023 – 5/15/2023	UWEX—Student Success Coach

	Assign UWM and UWO students to a new home campus	Based on student preference, formally assign students to their new home campus and introduce them to campus/campus supports including AD, students support offices/contacts, other.	March 15, 2023	UWEX and receiving campus(es)
	Students will begin registration for summer 2023 courses through their new home campus		March 15, 2023	
May 2023				
	Initiate final transfer of funds to UWM and UWO	UWEX to confirm and initiate final revenue transfers to campuses in May 2023 to support outstanding expenses for FY 22-23.	May 2023	UWEX Business Services to transfer funds

First Communications

- a. To current UWM and UWO students from UWM and UWO
- b. To applied, admitted, and matriculated UWM and UWO students from UWM and UWO
- c. To open applicants at UWM and UWO from UWEX
- d. To prospective students inquiring about UWM and UWO from UWEX
- e. To UWM and UWO faculty, campus staff, other affected campus stakeholders from UWM and UWO

Second Communication from UWEX

- a. Follow up to current UWM and UWO students regarding transfer options (from UWEX)

Third Communications

- a. Follow up to current students who have not taken action after first two communications (from UWEX)
- b. welcome email to transferred students from their new home campus

UW Extended Campus, in partnership with several other UW campuses including UW-Milwaukee, offers a Collaborative online AAS degree program. UW-Milwaukee will cease participation in this program effective July 1, 2023.

The vast majority of UWM students taking courses through this program are enrolled as “special students” and will be minimally impacted by UWM’s departure. There are twelve students who are Collaborative AAS degree-seeking students. As we exit this program, the College of General Studies needs to ensure that these students have the information and support they need to complete the associate degree, if so desired.

To that end, the degree seeking students will receive a letter informing them that UWM will no longer be a partner in the degree program. They will be given the options of either 1) transferring to one of the five UW Institutions that will continue as a partner in the Collaborative AAS or 2) remaining with UWM and completing their AAS online through the College of General Studies.

Since the degree requirements for the Collaborative AAS and CGS AAS are indeed different, it may make sense for some to transition to another campus that is part of the Collaborative AAS based on their degree progress to date.

Students wanting to remain in the Collaborative will be connected to the Success Coaches at Extended Campus who will assist in helping the student transfer to a new home campus. Students who want to complete their associate degree at UWM (or are unsure about what to do) will meet with CGS advisors to figure out the next best steps. A “teach out” spreadsheet has been prepared by CGS Student Affairs to help advise students of their options.

For more information about the different degree requirements of the two programs, please refer to the links below.

<https://uwex.wisconsin.edu/aas#curriculum> UW-Extended AAS

<https://uwm.edu/generalstudies/academic-programs/associate-arts-sciences/#program-details>. CGS AAS



College of General Studies

February 15, 2023

Dear,

UW Extended Campus, in partnership with several other UW campuses including UW-Milwaukee, offers an online AAS degree program. You are currently listed as degree-seeking student in this online AAS degree program. This letter is to inform you that at the end of the Spring 2023 semester, UW-Milwaukee will no longer be participating in the UW Extended Campus online AAS program. Starting in Fall 2023, UW-Milwaukee will be offering an online AAS program through the College of General Studies in Waukesha and Washington County.

If you would like to continue in the online AAS program offered by UW Extended Campus, you will need to select a new "home campus." There are five campuses to choose from – UW-Eau Claire, UW-Parkside, UW-River Falls, UW-Stevens Point, and UW-Whitewater. If you choose not to continue with the UW Extended Campus online AAS program, you can explore options (both face-to-face and online options) that will allow you to complete your AAS degree through the College of General Studies.

Whichever decision you make, support systems are in place to make this transition as seamless and easy as possible. For more information about next steps for completing your AAS degree, please contact your UW-Milwaukee advisor or email the AAS Collaborative success coaches at aas@uwex.wisconsin.edu

Sincerely,

Courtney O'Connell

Assistant Dean for Student Affairs
UW-Milwaukee / Washington County & Waukesha
College of General Studies