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THE EVERGREEN STATE COLLEGE

December 16, 1971

M E M O R A N D U M

TO: David Barry and Joseph Shoben  
FROM: Charles Teske  
SUBJECT: Report of DTF on Part-Time Admissions

On the afternoon of December 14, this DTF on part-time admissions held its single meeting, disposed of the business before it, and disbanded. Those attending were: David Brown, Perrin Smith, Paul Marsh, Peter Robinson, Robert Jacobs (hospital manager), Eudora Peters (Employment Security), Don Davis (student) and Ann Unger (student) -- as suggested in your charge to the DTF. In addition, I invited Sally Hunter and Jack Webb to join in the discussions because of their experience and concern with problems of part-time study. After long and sometimes energetic debate, the group reached the following positions. I report these not as the results of formal voting or of unanimity, but as the sense of the meeting.

For the second quarter of 1971-72:

1. Unless there should be a severe, unexpected attrition in the number of students continuing at Evergreen, no new part-time students should be sought or admitted. The only exceptions might be made if a new, self-contained program designed for part-time students (such as Al Wiedemann's "Southeast Asia") should attract a sufficient number of applicants to make it worth the offering. Any part-time students who might enroll for such a program should be given to understand that their connection with the College would obtain only for the duration of that program and then would be subject to renewal on the basis of available services in other programs or contracts. The same policy should apply to the admission of any part-time students for the third quarter of 1971-72.
2. Students already enrolled in the College at a part-time rate for the first quarter should be considered to have part-time "places" at Evergreen for the rest of the academic year. The College should, insofar as possible, allow them to continue their work in programs and contracts or to help them find different program or contractual arrangements.

3. By consideration of individual requests, some students already enrolled in the College at a part-time rate for the first quarter should be allowed to move to a full-time rate of study. Each student wishing to increase his rate of study in this way should, with the support of his seminar leader or contract sponsor, present a petition to the academic deans and the registrar. In supporting such a petition, the seminar leader or contract sponsor will indicate that he can accommodate the student for full-time work and that the student is capable of working at this rate.

[Discussion: The members of the DTF, especially those representing the surrounding community, recognized an anomaly in the procedures used at the beginning of the first quarter. The officers of the College represented it as overburdened with students and then seemed to be seeking still more students. The DTF took note of both the ideals of public service and the necessity for good relations with the community. But it found that the College would provide more satisfactory service to the community in the long run by asking prospective part-time students to be patient until it could truly match their interests without seeming to promise more than its resources could support.

The recommendation in point 3 would seem to keep the "back door" open for those already on the campus. The DTF recognized this and expressed concern about the inequities which have already occurred as some students have used admission to part-time study and acceleration to a full-time rate as a method of by-passing the waiting list of prospective full-time students. However, the DTF also recognized that, through the suggestions made in the 1971-72 Bulletin (pp. 27, 131) and oral interpretations made to some prospective part-time students during the spring and summer, such acceleration was described as possible and even desirable, in keeping with the flexibility of Evergreen to serve the needs of its students. Therefore, the DTF found it advisable for the remainder of the academic year to allow individual cases of acceleration to occur insofar as services might be available to accommodate these persons.

The DTF then turned to the consideration of policies for 1972-73 and the future and to the barring of the "back door" -- to provide services to part-time students while maintaining fair procedures for enrolling prospective full-time students on a first-come-first-served basis. It assumed throughout the ensuing discussion that henceforth:

- a rate of 3 units per quarter = "normal progress toward graduation";
- a rate of 2 or 3 units per quarter = "full-time status as a full-fee-paying student";
- a rate of 1 unit per quarter = "part-time study."]

For 1972-73 and beyond:

4. The College should seek, insofar as its resources will allow, to provide for the interests of:
  - (a) those who cannot, because of other duties, work at a full-time rate but wish to earn degrees;

- (b) those who do not wish to work at a full-time rate and who do not wish to earn degrees but who still wish to benefit from Evergreen offerings;
- (c) those who do not wish to work at a full-time rate in an initial quarter or several early quarters but who may wish, after some experience of the College, to work for degrees.

In these three categories of "part-time students," the College should concern itself almost exclusively with regional applicants -- those whose residences or places of work lie within commuting distance of the College. It should strongly discourage applicants who reside at greater distances from moving to the Olympia area and making their first connection with the College through enrollment for study at a part-time rate.

5. The College should admit part-time students quarter-by-quarter on a space-available basis -- as special programs for part-time students are presented, as part-time places are available in regular Coordinated Studies programs, or as sponsors' services are available for one-unit contracts -- to be determined by the faculty. Admission for one quarter of part-time study will not guarantee the student continuing part-time enrollment in the College for any subsequent quarter and will represent no promise of admission to study at a full-time rate. (Implication: that, whereas full-time students are first admitted to the College and then enrolled in programs or contracts, each part-time student will be admitted only for study in a specific program or a contract which matches his interest and in which space is available.) Though our flexibility will be limited thereby, the College should also make it clear to anyone enrolling for part-time work in a given quarter that he cannot earn more than one unit of credit.
6. Admission to the College for study at a full-time rate should be open to all persons only on the basis of "first come, first processed, first served." Our priority or waiting list should be based on the respective dates on which the College has received the deposits of those students whose applications it has processed. The issue of whether a person desiring to register as a full-time student is currently studying at a part-time rate or has been enrolled for such study in a previous quarter will have no bearing upon his being invited to register, apart from his position on the priority list. [Implications: Continuing full-time students are handled by the Office of the Registrar. Part-time students who wish to continue at that rate are handled by the Office of the Registrar insofar as specific places in programs or contracts are available for them. New part-time students or those resuming part-time study after an absence of a quarter or more are handled by the

Office of Admissions. All those who wish to begin study at a full-time rate are processed by the Office of Admissions.]

[Scenarios discussed: Student W applies for full-time study in the late spring of 1972, is accepted and placed on the waiting list in the order of receipt of his deposit; he seeks no part-time study in the fall quarter and is invited to enroll in the winter quarter because his number has risen to the top of the list. Person X inquires in the late spring about part-time study in the fall and is advised that if he might wish at any time to enroll for full-time study he should make application, pay his deposit, and get on the list at the earliest possible date. Person Y has no contact with Evergreen until he applies for part-time study in an available space in the fall of 1972; during the first quarter he decides that he would like to move into full-time study; he is placed on the waiting list according to the date at the beginning of the fall quarter when his deposit was received -- his first official connection with Evergreen. Student Z would like to study full-time at Evergreen but cannot yet afford to; he finds a space as a part-time student, pays his deposit, enrolls, and continues part-time study for several quarters; during the third quarter, he checks the waiting list and finds that, according to the date of his receipt, he would now be at the top of it; he will be allowed to "float at the top of the waiting list" until a future quarter when he can afford to take up study at a full-time rate and then be admitted immediately for full-time enrollment. Any student who wishes to have his name removed from the waiting list for full-time enrollment and later decides that he wants to enroll after all must reapply for admission and take a new place at the bottom of the list.]

7. Concerning the suggestion made on page 2 of the memorandum establishing and charging the DTF, the DTF maintains unanimously that the College should not equate "aspiration toward a degree" with "full-time" study and "non-degree students" with "part-time students." The designation "non-degree student" has logical and binding effect only when the applicant has already earned a B.A. degree. The categories suggested in the charge would leave out three classes of students -- perhaps not large in number, but still significant among those who may wish to match interests with us: (1) those who wish to work toward a degree but can do so only at a part-time rate (e.g., MDC-Tacoma students and others); (2) those who have already earned B.A. degrees but who may wish to enroll at full-time for a quarter or more to take advantage of a specific program (a local soprano who wishes to participate fully in a group contract dealing with musical theater); (3) those who have been enrolled as full-time students but who are forced by economic problems or academic standing decisions to reduce their rate of study temporarily.

Many problems remain. The DTF, however, finds that its hastily formulated recommendations may be useful for the rest of 1971-72 and as guidelines for the future. We hope that our debate has helped to define "the circumstances of part-time admissions and changes from either part-time to full-time status or the reverse."

CBT:cas

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