

MAINE COMMUNITY COLLEGE SYSTEM

ORGANIZATION AND GOVERNANCE
Section 109

SUBJECT: DESIGNATION OF CAMPUSES, CENTERS AND SITES

PURPOSE: To guide the designation of campuses, centers and sites

A. Introduction

MCCS operates seven colleges, each with a main campus, and numerous other locations, often designated as “campuses, centers, off-campus centers, sites and outreach sites.” The purpose of this policy is to provide for the appropriate and consistent designation of all such operating locations.

B. Authorities to Designate

Consistent with the standards of this policy, the Board of Trustees shall determine which locations shall be designated as a “campus,” and college presidents shall determine which locations shall be designated as a “center” or a “site.”

C. Designation of Campuses

The primary location of each college shall be known as a “Campus.” The Board may designate other locations as a “Campus” provided criteria such as, but not limited to, the following are met.

1. Criteria for Designation

- a. MCCS owns the land and facilities;
- b. The location delivers full programs of study;
- c. Support services are available to students;
- d. Students are able to complete most of their college-related business at that location, including being able to register in person for classes during regular business hours;
- e. Courses are available on an ongoing (as opposed to a periodic) basis;
- f. Courses are delivered by faculty employed by the college; and
- g. Full-time, on-site staff are employed by the college, partly-funded by the college, or serve under an agreement with the college.

2. Examples of Campuses

The KVCC location in Hinckley shall be known as the “Harold Alfond Campus,” and the SMCC location in Brunswick shall be known as the “Midcoast Campus.”

D. Designation of Centers

A location may qualify for designation by a college president as a “Center” or “Off-Campus Center” provided criteria such as, but not limited to, the following are met.

1. Criteria for Designation

- a. Courses are available on an ongoing (as opposed to a periodic) basis;
- b. Courses are delivered by faculty employed by the college;
- c. Full-time, on-site staff are employed by the college, partly-funded by the college, or serve under an agreement with the college; and
- d. Students may register in-person during regular business hours.

2. Examples of Centers

Examples of locations that have qualified as “Centers” or “Off-Campus Centers” include the current:

- a. CMCC locations in South Paris and Lincoln County;
- b. EMCC locations in Dover-Foxcroft, East Millinocket and Ellsworth; and
- c. NMCC locations in Houlton and Madawaska.

3. Notice When Opening or Closing a Center

A college president who seeks to open or close a “Center” or “Off-Campus Center” shall provide notice to the System President prior to making any commitments or public statements.

E. Designation of Sites

A location may qualify for designation by a college president as a “Site” or an “Outreach Site” when courses or programs are offered periodically or on-demand, and the location is temporary, time-limited or otherwise likely to change from semester to semester. Sites are not expected to offer the same array of student or administrative services available at campuses and centers.

F. System Marketing

The System shall help promote all colleges, campuses and centers. Sites shall be promoted by the local college.

REFERENCES: 20-A M.R.S.A. §12706(1) and (13), and §12714

DATE ADOPTED: June 25, 2014

DATE(S) AMENDED: April 25, 2017 (Renumbered from 108)