March 6, 2009

Dear Colleagues,

I write with an announcement regarding the Summer Session. Upon the recommendation of the Dean of the Graduate School Greg Sterling, Registrar Harold Pace, and Vice President and Associate Provost Dennis Jacobs, I have authorized the transfer of all Summer Session responsibilities from the Graduate School to the Office of the Registrar.

In the 1960’s, when the Graduate School first began managing the Summer Session, approximately 80% of Summer Session attendees were postgraduate students. By the early 1990’s, however, undergraduate students accounted for about 50% of the total Summer enrollment. While approximately 1000 graduate students regularly attend the Summer Session, the management of the Summer Session is no longer central to the mission of the Graduate School.

There are a number of obvious efficiencies that can be realized by this move, as the Office of the Registrar is already responsible for building the class schedule, publishing the academic Bulletins, registering students for classes, performing some admission processes, and supplying general student and faculty academic services. In their academic support role, Dr. Pace and his staff have developed excellent communication channels with their colleagues in the academic departments and colleges. These relationships should ensure good service to students and faculty, and also facilitate productive discussions about the best use of Summer Session resources.

Staff members in the reorganized Summer Session Office will work closely with the deans, department chairs, and directors of various support offices to develop and advance a cohesive Summer Session plan that not only supports degree-seeking students but also promotes distinctive summer programs and courses for non-matriculated students.

Since the preparation work for Summer Session 2009 is well under way, it is unlikely that there will be many changes to procedures for this summer. Dr. Pace plans
to name an interim Summer Session Director early next week who will use this transitional 2009 Session to better understand all of the relationships, procedures, and policies unique to the Summer Session while assuring good service to prospective and enrolled students and to the Summer faculty. I know that in these circumstances you will offer the interim Director your assistance to make certain that Summer students and programs are well served for 2009.

The transfer of the Summer Session had begun before the untimely death of Dr. Terry Akai, who had served double duty for the past two years as Senior Associate Dean of the Graduate School and Director of the Summer Session. While we are all tremendously saddened by Terry’s passing, we also remember his many wonderful contributions to our community as a teacher and as an associate dean, including his work on the Summer Session. Terry had been working closely with the Office of the Registrar staff to support a seamless, gradual transfer as part of a larger restructuring plan of the Graduate School. As a result of his thoughtful efforts, responsibility for the Summer Session has now been completely transferred to the Office of the Registrar.

I appreciate the good management of the Summer Session over the last several decades by the Graduate School under the leadership of Rev. Joseph McGrath, C.S.C., Rev. Robert Austgen, C.S.C., Dr. Jim Powell, and most recently Dr. Akai. I look forward to the future developments of the Summer Session under the Registrar’s leadership.

Sincerely yours,

Thomas G. Burish

cc: Rev. John I. Jenkins, C.S.C.