

BOARD OF REGENTS
BRIEFING PAPER
Handbook Revision, Transfer and Articulation
March 4-5, 2021

BACKGROUND & POLICY CONTEXT OF ISSUE:

During the September 2020 ARSA meeting, the Committee approved the 2019 Transfer and Articulation Audit report and recommendations. Recommendations of the report included the need for two policy revisions to *Title 4, Chapter 14, Section 15*.

Existing Board policy (*Title 4, Chapter 14, Section 15*) provides that a transfer agreement must include a year-by-year outline of course requirements in which the course of study leading to the baccalaureate degree includes the first two years of coursework that will result in an associate degree. During the 2019 Transfer and Articulation Audit, cases were identified in which 300-400 level courses were being included in the first two years of the year-by-year outline, and as a result the transfer student's associate degree was not achieved in accordance with Board policy. Therefore, it is recommended to clarify in policy that upper-division coursework (300-400) shall not be included in the first two years of the transfer agreement's year-by-year course outline, unless approved by the Vice Chancellor for Academic and Student Affairs. This policy clarification does not apply to the four-year institution's native students, for whom upper-division courses may be included in the first two years of the program as outlined in the course catalog.

An additional finding of the 2019 Transfer and Articulation Audit concerned a small number of specialized disciplines that require a student at the community college to take credits in the first two years of the year-by-year outline that are not currently offered at the two-year institution. Such courses must be completed at the four-year institution. A policy revision is recommended to require that a transfer agreement must disclose to the student when lower division courses that are required for the major are not offered at the community college and must indicate the four-year institution where such courses may be taken for the purpose of meeting the associate degree requirements through reverse transfer.

The proposed revisions to current Board policy for transfer and articulation (*Title 4, Chapter 14, Section 15*) would address challenges that currently exist for transfer students in achieving an associate degree. Clarifying policy to underscore prohibited courses and require up-front disclosure of reverse transfer provisions leads to a better understanding of associate degree requirements as well as greater ease in transferring into a four-year degree program.

SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

- Revise Board policy (*Title 4, Chapter 14, Section 15*) to clarify that upper-division (300-400) coursework shall not be included in the first two years of the transfer agreement's year-by-year course outline, unless otherwise approved by the Vice Chancellor for Academic and Student Affairs.
- Additionally, it is recommended *Title 4, Chapter 14, Section 15* be revised to require that transfer agreements disclose to a student when courses required for the major are not offered at the community college and must indicate the four-year institution where such courses must be taken for the purpose of meeting the associate degree through reverse transfer.

IMPETUS (WHY NOW?):

Findings of the 2019 Transfer and Articulation Audit identified challenges with compliance to Board policy concerning transfer agreements. At the September 2020 ARSA meeting, the Committee approved the report and the recommendations for clarifying Board policy (*Title 4, Chapter 14, Section 15*).

CHECK THE NSHE STRATEGIC PLAN GOAL THAT IS SUPPORTED BY THIS REQUEST:

- Access (Increase participation in post-secondary education)
- Success (Increase student success)
- Close the Achievement Gap (Close the achievement gap among underserved student populations)
- Workforce (Collaboratively address the challenges of the workforce and industry education needs of Nevada)
- Research (Co-develop solutions to the critical issues facing 21st century Nevada and raise the overall research profile)
- Not Applicable to NSHE Strategic Plan Goals

INDICATE HOW THE PROPOSAL SUPPORTS THE SPECIFIC STRATEGIC PLAN GOAL

- Clarifying the language of existing transfer and articulation policy helps both staff and students better understand the of coursework required to achieve an associate degree and transfer to a four-year program and thereby supports student success and closing the achievement gap.

BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

- Clarifying the language of existing policy will facilitate alignment of programs for ease of transfer.
- Underscoring courses that are prohibited during the first two years of the transfer agreement’s year-by-year course outline increases the student’s success in achieving the associate degree as well as eliminates possible lost time to completion.
- Disclosing courses that need to be reverse transferred to achieve an associate degree prior to transfer assists the student in understanding the expectations of the major.

POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

None have been presented.

ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:

The Board may maintain the current policy and not adopt the clarifying language.

RECOMMENDATION FROM THE CHANCELLOR’S OFFICE:

The Chancellor’s Office supports this recommendation.

COMPLIANCE WITH BOARD POLICY:

- Consistent With Current Board Policy: Title # _____ Chapter # _____ Section # _____
- Amends Current Board Policy: *Title 4, Chapter 14, Section 15*
- Amends Current Procedures & Guidelines Manual: Chapter # _____ Section # _____
- Other: _____
- Fiscal Impact: Yes _____ No Explain: _____

POLICY PROPOSAL
TITLE 4, CHAPTER 14, SECTION 15
NSHE Transfer and Admissions

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

Section 15. NSHE Transfer and Admissions

Transfer students to the State College and universities may be admitted under the following alternatives:

1. Associate of Arts (AA), Associate of Science (AS), and Associate of Business (AB) Degree Graduates

The primary basis for admission to upper-division study with full junior status of transfer students from an NSHE community college to any other NSHE institution shall be the associate of arts, associate of science, and the associate of business degrees.

....

- f. Transfer agreements shall be developed collaboratively by both the baccalaureate degree-granting institution and the associate degree-granting institution for each baccalaureate program where a corresponding associate program exists. Absent a corresponding associate program, the transfer agreement shall be based on the general transfer degree (AA, AS or AB with no emphasis or major). A co-admission agreement, as authorized under Chapter 16, may be established to accommodate course requirements and potential reverse transfer pursuant to this Chapter. Transfer agreements must include a year-by-year outline of course requirements, including general education and degree requirements, in which the course of study leading to the baccalaureate degree includes the first two years coursework that will result in completion of the requirements for an associate degree. ***The first two years of the year-by-year outline shall not include upper-division coursework (300-400), unless approved by the Vice Chancellor for Academic and Student Affairs.***
- g. ***Transfer agreements must disclose when lower division courses required for the major are not offered at the community college and must indicate the four-year institution where such courses may be taken for the purpose of meeting the associate degree requirements through reverse transfer.***
- h. Transfer agreements shall be updated to reflect any changes made in baccalaureate majors or associate degree requirements as they occur.
- ~~h~~i. The receiving institution will evaluate all university and college parallel courses attempted at the community college (and any other educational institution attended) and compute an overall admission grade point average in accordance with the institution's transfer policies.
- ~~i~~j. For associate of arts, associate of science, and associate of business graduates, if the overall transfer grade point average computed by the receiving institution is less than a 2.0 grade point average, the student shall be placed on probationary status until such grade point deficiencies are corrected.