

BOARD OF REGENTS
BRIEFING PAPER
Articulation and Transfer Policy Revisions

BACKGROUND & POLICY CONTEXT OF ISSUE:

During the State of the System Address in November 2005, Chancellor James E. Rogers asserted his commitment to ensuring seamless transfer of students among NSHE institutions through a strong articulation policy and effective procedures and protocols for executing such policy. Since that time, the Department of Academic and Student Affairs audited each NSHE institution to ensure compliance with the Board's policy and to ensure that the appropriate transfer agreements are in place among the institutions. (The final report on outcome of that audit will be presented to the Board at its October 2006 meeting.)

Since that time, the Articulation Board Committee established a subcommittee charged with reviewing and recommending appropriate revisions to the Board's articulation and transfer policies (*Title 4, Chapter 14, Sections 13-18*). The intent was to align the policy with current practice and update the policy as necessary. The recommendations of the subcommittee were ultimately sent to the System Office for additional review and revision. The Vice Chancellor of Academic and Student Affairs and her staff met with the Articulation Board Committee in April and June 2006 to further revise the policy to its current version.

SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

Amend Board policy, Title 4, Chapter 14, Sections 13-18, as recommended in the attached Amendment Proposal. The suggested changes align policy with current practice, eliminate provisions that are no longer applicable, and reorganize the sections for better flow.

IMPETUS (WHY NOW?):

This recommendation is being brought forward at the recommendation of the Articulation Board Committee and the Department of Academic Affairs, following months of reviews and rewrites.

These revisions are particularly timely in light of the Chancellor's commitment to seamless transfer between NSHE institutions, and the System's recent transfer audit of each institution whereby the required transfer agreements between respective institutions were carefully reviewed.

BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

The proposed revisions will:

- Clarify sections of the policy that have been problematic in the past;
- Align Board policy with current practice; and
- Assist the institutions in effectively advising students to ensure seamless transfer among institutions.

POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

The suggested revisions are the collective effort of the campuses (via the Articulation Board) and the System Office, following a series of revisions and rewrites. No substantive arguments against the proposed revisions have been brought forward to date although there is some compromise on the desired wording of the policies.

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

Maintain the status quo and leave the sections unrevised.

COMPLIANCE WITH BOARD POLICY:

- Consistent With Current Board Policy: Title # _____ Chapter # _____ Section # _____
- Amends Current Board Policy: Title #4, Chapter #14, Section #13-18
- Other: _____
- Fiscal Impact: Yes _____ No _____
Explain: _____

PROPOSED AMENDMENT TITLE 4, CHAPTER 14, SECTIONS 13-18

Additions in *boldface italics*; deletions ~~stricken~~

Section 13. NSHE Transfer and Admissions

Transfer students to the state college and universities may be admitted under the following alternatives:

1. Associate of Arts, Associate of Science, and Associate of Business Degree Graduates

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

- a. The completion of the associate of arts, associate of science, and associate of business degree at a community college automatically fulfills the lower-division general education requirements at any other NSHE institution.*
- ~~a.b.~~ Associate of arts, associate of science, and associate of business graduates will have completed a minimum of 60 credits of baccalaureate level courses.
- c. Baccalaureate students who have completed NSHE associate of arts, associate of science, or associate of business degree shall complete a minimum number of credits at the accepting NSHE institution. This minimum number shall be set by the baccalaureate degree granting institution.*
- ~~b.d.~~ Baccalaureate level courses included as part of the associate of arts, associate of science, or associate of business degree will transfer to ~~the state college or the universities~~ *any other NSHE institution* at a minimum as general elective credit.
- ~~e.~~ ~~Application of credits toward major or college requirements is the responsibility of the college and department in which the student is seeking a degree. Validation of course content may be required when lower-division courses are used to satisfy upper-division curricular requirements. (B/R 8/03)~~
- ~~d.e.~~ Completion of the associate of arts, associate of science, or the associate of business degree does not ~~certify~~ *guarantee* satisfaction of all state college or university lower-division requirements except for the lower-division general education requirements. ~~Major-to-major or two-plus-two agreements should be in place between university and state college majors and the community colleges. They may be incorporated into academic majors within associate degrees. Other~~

majors within associate degrees may be developed by the community colleges where no equivalent major exists at the universities or state college. ***All baccalaureate academic majors at a university or college must have current major-to-major agreements with NSHE community colleges. These agreements must provide clear information for community college students as to those courses that will transfer efficiently to another NSHE institution within each major. Information on these agreements must be available to all students on each campus.***

e.f. The receiving institution will evaluate all university and state 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.

f.g. ~~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 "C" admission is on a ***2.0 grade point average, the student shall be placed on "probationary" status until such grade point deficiencies are corrected.*** and all grade point deficiencies must be removed prior to graduation.

(B/R 12/02)

2. Other Associate Degrees

~~a. Other associate degrees and certificates may be awarded by a community college for programs that have requirements different from the associate of arts, associate of science, associate of business, or a primary objective of transfer. Baccalaureate level courses, which are taken in such associate degree programs, shall be transferable to the state college and universities. However, students~~ ***A student with an associate degree other than an associate of arts, associate of science, or associate of business is not*** these degrees may not be guaranteed junior status ***at a receiving institution.*** Developmental courses will not be used to fulfill degree requirements in associate of arts, associate of science, or associate of applied science programs.

~~b. The primary transfer degree shall remain the associate of arts, with the associate of science degree providing a background for students who plan to transfer into four year programs in mathematics, science, engineering, or agriculture. The associate of business degree is the appropriate transfer degree for students who plan to transfer to a four year program in business. However, to provide for flexibility in program planning, "capstone programs" (programs designed on a two-year community college curriculum leading to the final two years at the state college or university and a degree) may be developed leading to a specialized bachelor's degree (e.g. Bachelor of Applied Science), with the approval of the Chancellor and the Board of Regents. These and other written agreements may be approved between community colleges and one of the universities or state college.~~

(B/R 12/02)

3. Associate of Applied Science and Bachelor of Applied Science Degrees

a. The Bachelor of Applied Science (BAS) degree is a four-year occupationally specific degree that is ~~responsive~~ **intended to respond** to the needs of the workforce. ~~The BAS degree builds upon the associate of applied science (AAS) degree in those areas where a technical four year degree is appropriate to meet expanding workforce requirements. A student with an associate of applied science in a program approved by the Board of Regents seeking a Bachelor of Applied Science degree is guaranteed junior status upon transfer to another applicable NSHE institution.~~

b. ~~The degree is workforce driven and designed in consultation with employers to ensure that the BAS incorporates the specific skills and knowledge required in the workplace.~~

c. ~~The upper level component of the BAS will include general education credits in addition to the workforce specific courses of study. Because this degree is distinct from the Bachelor of Arts (BA) and the Bachelor of Science (BS), the general education requirements are not expected to mirror those required of the BA or BS.~~

d. ~~Specific programs leading to the BAS degree may differ in emphases reflecting the particulars of the workforce component of the program. The creation of each emphasis within a BAS degree requires approval of the Board of Regents.~~

(B/R 6/00)

4. Non-Associate Degree Admissions

a. ~~Approved baccalaureate level credits which have been completed,~~ **courses** shall be transferable to ~~the state college and universities~~ **another NSHE institution** at a minimum as general elective credit.

b. Community college students should be strongly encouraged to complete their lower-division programs **and an associate degree** before transfer, but qualified students may apply for transfer at their own discretion.

c. An applicant who does not satisfy university admission requirements upon graduation from high school must complete the equivalent of 24 semester credits in baccalaureate level courses with an overall grade point average of at least 2.30 at a community college or other accredited institution to qualify for university admission. Effective Fall 2008, the minimum required overall grade point average is 2.50.

d. An applicant who does not satisfy state college admission requirements upon graduation from high school must complete the equivalent of 12 semester credits in baccalaureate level courses with an overall grade point average of at least 2.00 at a community college or other accredited institution to qualify for state college admission.

e. A course with a “D” grade (1.00 grade points) may be accepted for transfer provided the institution specific overall grade point average established in subsections c. and d. above is maintained. Transfer courses with a “D” grade will count towards a bachelor’s degree in the same manner as “D” grades obtained by students enrolled in the lower-division at a state college or university. Credits from courses transferred with a “D” grade count towards credit earned for a baccalaureate; however, it is at the discretion of the department or college offering the major as to whether courses with “D” grades in the major satisfy requirements in the major field.

~~f. Any student under academic suspension from a state college or university may attend a community college, and appropriate credits and grades earned are applicable toward satisfying the requirements for readmission to a state college or university.
(B/R 12/02)~~

Section 14. ~~System Transfer Guide and Master Course File~~ *Course Numbering*

1. All undergraduate courses in the NSHE must be common course numbered with equivalent courses offered throughout the System. To be assigned a new and unique course number at least 20 percent of the proposed course content must be unique and not found in a current or pending course within the NSHE.

Any additions or changes to undergraduate course prefixes, numbers, titles, and/or credits must follow the procedures established by the Vice Chancellor of Academic and Student Affairs and may not be included in class schedules or catalogs until written approval is received from the Department of Academic and Student Affairs.

~~1.~~ **2. An NSHE transfer guide or common course numbering master file shall be maintained by the Office of the Chancellor and published on the Web.**

~~2.~~ **3. Each state college and university NSHE institution shall list and update the requirements for each program leading to the bachelor’s degree and publicize these requirements for use by all other institutions in the state.**

~~3.~~ **4. Each state college and university NSHE institution shall include in its official catalog of undergraduate courses a section stating all lower-division prerequisites for each upper-division specialization or major program.**

(B/R 12/02)

5. *A system-wide course numbering rubric for all institutions shall be maintained so that baccalaureate transfer courses are clearly identified for student reference prior to registration under the following general course numbering parameters:*
- | | |
|------------------------------------------|----------------|
| <i>a. Remedial/developmental courses</i> | <i>001-099</i> |
| <i>b. Lower-division courses</i> | <i>100-299</i> |
| <i>c. Upper-division courses</i> | <i>300-499</i> |
| <i>d. State college graduate courses</i> | <i>500-699</i> |
| <i>e. University graduate courses</i> | <i>500-799</i> |
6. *Community colleges may utilize a B-suffix for course numbers to alert students that the course may be non-transferable for a NSHE baccalaureate degree. Course selection for students who plan to seek a baccalaureate degree shall be based on degree requirements published pursuant to subsection 3 and the governing course catalog.*

Section 15. Transfer Courses

1. A transfer course is one that is acceptable by a receiving ~~community college, state college, or university~~ **NSHE institution** to apply toward an approved degree program at that institution.
2. All baccalaureate level courses are transferable. In general, a baccalaureate *level* course is one that is commonly offered by a regionally accredited four-year educational institution as being applicable toward a bachelor's degree.
- ~~3. All baccalaureate degrees will include at least 60 credits of lower-division requirements.~~
- 4.3. In order to be sure that all students who start at the community college have the opportunity to complete the baccalaureate degree in the same number of credits as those who start at ~~the universities~~ **a university** or ~~the state college~~, if lower division courses required in the major are not offered by the community college, the ~~universities~~ **university** or ~~the state college~~ shall either offer the courses at the community college or offer a reverse transfer agreement with the community college. If on a case-by-case basis, specific baccalaureate degrees appear unable to be articulated by either method, the NSHE **Department of Academic and Student Affairs** office shall resolve the impasse.
- ~~5. The completion of the Associate of Arts, Associate of Science, and Associate of Business degrees at a NSHE community college automatically fulfills the lower-division general education requirements at the universities and the state college.~~

~~6.4. The admissions officer at each~~ ***Each*** institution shall determine the acceptability of general elective transfer credits, and departmental, college, or other requirements or equivalents shall be forwarded to the appropriate department or college for course evaluation. ~~Written justification will be supplied in cases where transfer is not allowed.~~ If general elective credit is granted by one institution, then all institutions shall accept the credit. Appropriate consultation with the faculty is encouraged throughout the evaluation process.

~~7. For graduation requirements, at least half of the number of credits required for a baccalaureate degree at the institution must be earned at a four-year institution, except in cases where transfer agreements for specific degrees have been made between institutions.~~

~~8. All academic majors at the universities and at the state college will have updated major-to-major agreements with NSHE community colleges. These agreements will provide clear information for community college students about which courses to take to transfer efficiently to the universities or to the state college in each major. Information on these agreements will be available to all students at the Transfer Centers on each campus.~~

~~9. 5. Receiving institutions~~ ***A receiving institution shall*** may not require ***a*** transfer students ***student*** to take examinations to validate credit in those courses that are approved as transferable. For validation of course content, see Title 4, Chapter 14, Section 13.

6. Application of credits toward major or college requirements is the responsibility of the college and department in which the student is seeking a degree. Validation of course content may be required when lower-division courses are used to satisfy upper-division curricular requirements.

~~10. 7. No NSHE~~ ***Pursuant to Nevada Revised Statutes 396.568, an NSHE institution shall not require a*** student can be required to repeat a course on transfer to ~~the~~ ***a*** university or state college if an equivalent course ~~has been~~ ***was*** taken and successfully completed at the community college ***at any other NSHE institution, except for programs that have defined a time limit for completion.*** (~~see Nevada Revised Statutes 396.568~~)

~~11. Students at a community college who plan to transfer to one of the universities or to the state college in the next semester and have applied for admission are eligible to apply for financial aid and scholarships at the universities or state college.~~

~~12. 8. A NSHE~~ ***Each NSHE institution will create a*** brochure and Web site will be published that outlines the transfer process and the protections given to baccalaureate degree-seeking students who enter the system ***NSHE*** at a community college. Designed for students, parents, faculty, and legislators, ~~this publication will explain,~~ ***these resources must include an explanation of*** the transfer process and a transfer student's "Bill of Rights." Telephone numbers regarding where a student can find assistance ~~will~~ ***must*** be provided by each campus. (B/R 8/03)

Section 16. System Core Requirements

1. Associate of arts, associate of science, associate of business, and baccalaureate graduates ~~will have completed~~ **must complete** a program of System Core requirements **defined as follows:** ~~not to exceed 15 credits. Satisfactory completion of System requirements will be recognized by all institutions whether or not an associate degree has been awarded.~~

| Nevada System of Higher Education Core Course Requirements for the Associate of Arts Associate of Science, Associate of Business or Baccalaureate Degree | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>Core Courses</u> | <u>Credits</u> | |
| English | 6 cr. | Freshman level English Composition (see catalog for exceptions) |
| Mathematics | 3 cr. | Any three Three credits of a lower division level course (100 or 200 level) |
| Natural Science | 3 cr. | Any three Three credits of an introductory level lower division (100 or 200 level) course |
| Social Sciences or Humanities | 3 cr. | Any three Three credits of an introductory level lower division (100 or 200 level) course in either the social sciences or humanities. |
| <i>United States and Nevada Constitutions</i> | <i>1-4 cr.</i> | <i>Institutional course catalogs shall identify courses that meet this requirement</i> |

~~NOTE: * Courses taken for the System Core may not be applied to more than one area in the Core.~~

~~* Credits earned by examination may apply toward requirements in any area of the System Core.~~

~~* See specific community college, state college, or university catalog for other information, which pertains to major, college, or university requirements.~~

2. Courses taken toward the System Core shall not be applied to more than one area in the Core. Credits earned by examination may apply toward any of the Core requirements.

Legislative Requirements:

| | | |
|--------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------|
| U. S. and Nevada Constitutions | 1-4 cr. | Refer to community college, state college, or university catalog for specific courses which satisfy this requirement. (B/R 6/83) |
|--------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------|

~~2. 3.~~ Students earning a second associate of arts, associate of science, associate of business, or baccalaureate degree *from an NSHE institution* are not required to repeat the Nevada System of Higher Education Core of fifteen credits *System Core*. (B/R 6/98)

Evidence of completion of the legislative requirements of U.S. and Nevada Constitutions is required of all second-degree students *whose first degree is not from an NSHE institution*. (B/R 8/88)

~~3. 4.~~ The universities, state college, and community colleges *NSHE institutions* are encouraged to exchange ideas in the development and improvement of NSHE requirements; however, each institution ~~has the continuing responsibility~~ *is responsible* for determining the character of its own program. (B/R 12/02)

5. NSHE community colleges must articulate their respective general education core requirements with at least one of the NSHE universities selected by the community college.

Section 17. ~~University General Education Core Requirements~~ *Section Deleted.*

~~1.~~ NSHE community colleges agree to articulate their respective general education core requirements with one of the NSHE universities selected by the community college.

~~2.~~ The completion of the associate of arts, associate of science, and associate of business degrees at a NSHE community college automatically fulfills the lower division general education requirements at the universities and the state college. (B/R 12/04)

Section 18. ~~Course Numbering~~ *Section Deleted*

~~A system wide course numbering rubric for all institutions shall be maintained so that baccalaureate transfer courses are clearly identified for student reference prior to registration. The following numbering system shall be in effect until amended by the Board of Regents:~~

~~a.~~ Community college courses ~~100B-299B~~

~~b.~~ Community college community service courses ~~100C-299C~~

~~c.~~ Community college developmental courses ~~001-099~~

~~d. University and state college lower division courses and (B/R 12/02) 100-299
equivalent community college courses~~

~~-~~

~~e. University and state college upper division courses (B/R 12/02) 300-499~~

~~-~~

~~f. State college graduate courses (B/R 12/02) 500-699~~

~~-~~

~~g. University graduate courses 500-799~~