

BOARD OF REGENTS  
BRIEFING PAPER  
**Handbook Revision, General Education and Transfer**

**BACKGROUND & POLICY CONTEXT OF ISSUE:**

The goal of NSHE transfer associate degrees is for a student who starts at a community college to be able to complete a bachelor's degree in the same number of credits as a student who starts at a four-year institution. In conversations occurring over the past year with the Articulation Board, a group of faculty charged with reviewing NSHE transfer policies, and the Academic Affairs Council, it became apparent that the Board requirements for transfer associate degrees create a situation where students have to take general education courses that result in additional coursework beyond the 2+2 agreements between the colleges and universities/state college.

Current Board policy outlines specifically the degree requirements for all associate degrees, including transfer degrees (associate of arts, associate of science, and associate of business) by specifying the general education credits required and providing generally for the minimum number of additional program requirements (*Title 4, Chapter 16, Section 25*). Staff, in coordination with the Articulation Board and Academic Affairs Council, proposes eliminating the specific degree requirements for transfer associate degrees and making the general education minimum course requirements for the transferable associate and the bachelor's degree the same. This does not mean that exact courses will be the same, only that the minimum requirements within the disciplines will be the same. These new minimum requirements will not prevent an institution from requiring more general education requirements, as most institutions do now, and is not anticipated to result in drastic changes in community college general education programs. Further, it is recommended that transfer agreements include a year-by-year outline of course requirements, in which the course of study leading to a baccalaureate degree includes in the first two years coursework that will result in the completion of requirements for an associate degree. This policy would not go into effect until Fall 2012 to enable the community colleges, the state college, and the universities to work together to reflect any changes in the 2+2 agreements.

**SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:**

Amend Board policy to eliminate the specific degree requirements defined for the associate of arts, associate of science and associate of business and redefining minimum general education requirements applicable to all transfer and baccalaureate degrees. Further, amend Board policy to require that transfer agreements include a year-by-year course of study whereby the courses outlined for the first two years would result in the completion of the requirements for an associate degree. (See attached Policy Proposal.)

**IMPETUS (WHY NOW?):**

The proposal is brought forward at this time based on the conversations with and recommendations of the Articulation Board, a small group of faculty charged with reviewing NSHE transfer policy, and the Academic Affairs Council in order to improve student success in transferring.

**BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:**

- Minimum general education requirements for transfer and baccalaureate degrees will be the same, but institutional faculty will have the added flexibility to exceed the minimum;
- Both the 4-year and the 2-year institution will have a voice in establishing 2+2 agreements;
- 2+2 agreements will include a year-by-year course of study whereby the first two years must include the requirements for the completion of an associate degree; and
- System administration through the Articulation Board will track changes and review the impact of the policy to ensure academic quality and student transfer success are well served by this change.

**POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:**

Some university faculty fear that the total credits in an individual community college general education program may not be high enough or match their general education program sufficiently.

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

Maintain the current policy whereby the general education requirements for each transfer degree exceeds the general education requirements for universities and the state college and create problems for alignment with the bachelor's degree at a 4-year institution.

**COMPLIANCE WITH BOARD POLICY:**

- Consistent With Current Board Policy: Title #\_\_\_\_\_ Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
- Amends Current Board Policy: *Title 4, Chapter 14, Sections 13 and 16; and Title 4, Chapter 16, Section 24*
- Amends Current Procedures & Guidelines Manual: Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
- Other:\_\_\_\_\_
- Fiscal Impact: Yes\_\_\_\_\_ No  Explain:\_\_\_\_\_

**POLICY PROPOSAL - HANDBOOK**  
**TITLE 4, CHAPTER 14, SECTION 13**  
Transfer Agreements

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

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 an NSHE community college to 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.
- 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.
- d. Baccalaureate level courses included as part of the associate of arts, associate of science, or associate of business degree will transfer to any other NSHE institution at a minimum as general elective credit.
- e. Completion of the associate of arts, associate of science, or the associate of business degree does not guarantee satisfaction of all state college or university lower-division requirements except for the lower-division general education requirements.
- f.* All baccalaureate academic majors at a university or college must have current [~~major to major~~] *transfer* 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.

***g. Transfer agreements shall be developed by both the baccalaureate degree-granting institution and the associate degree-granting institution. 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 a baccalaureate degree includes in the first two years coursework that will result in completion of the requirements for an associate degree.***

***h. Transfer agreements shall be updated to reflect any changes made in baccalaureate majors or associate degree requirements as they occur.***

[f]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.

[g]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.

## 2. Other Associate Degrees

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. A student with an associate degree other than an associate of arts, associate of science, or associate of business is not guaranteed junior status at a receiving institution.

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

The Bachelor of Applied Science degree is a four-year occupationally specific degree that is intended to respond to the needs of the workforce. 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.

## 4. Non-Associate Degree Admissions

- a. Approved baccalaureate level courses shall be transferable to 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~~] **2.5** 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 or better will 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 or better will count towards a bachelor’s degree in the same manner as “D-” grades or better obtained by students enrolled in the lower-division at a state college or university. Credits from courses transferred with a “D-” grade or better 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.

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**POLICY PROPOSAL - HANDBOOK**  
**TITLE 4, CHAPTER 14, SECTION 16**  
 General Education Requirements

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

Section 16. System [~~Core~~] *General Education* Requirements

- Associate of arts, associate of science, associate of business, and baccalaureate graduates must complete a *minimum* program of [~~System Core~~] *general education* requirements defined as follows:

| <u>[<del>Core</del>] <i>General Education</i></u><br><u>Courses</u> | <u>Credits</u>                                  |   |
|---|---|---|
| English   | [ <del>6 cr.</del> ]<br><b>3-6</b>              | Freshman level English Composition <i>including English 102</i> [ <del>(see catalog for exceptions)</del> ]   |
| Mathematics   | 3 [ <del>cr.</del> ]                            | Three credits of [ <del>a</del> ] lower division <i>coursework</i> [ <del>level course</del> ]  |
| Natural Science   | [ <del>3</del> ] <b>6</b><br>[ <del>cr.</del> ] | [ <del>Three</del> ] <b>Six</b> credits of [ <del>an introductory level</del> ] lower division <i>coursework</i> [ <del>course</del> ] <i>to include at least one laboratory experience</i>             |
| Social Sciences or Humanities/ <i>Fine Arts</i>                     | [ <del>3</del> ] <b>9</b><br>[ <del>cr.</del> ] | [ <del>Three</del> ] <b>Nine</b> credits of [ <del>an introductory level</del> ] lower division <i>coursework</i> [ <del>course</del> ] in either the social sciences or humanities/ <i>fine arts</i> . |
| [ <del>United States and Nevada Constitutions</del> ]               | [ <del>1-4 cr.</del> ]                          | [ <del>Institutional course catalogs shall identify courses that meet this requirement</del> ]  |
| <b>Total</b>  | <b>21-24</b>                                    |   |

- Instruction must be given in the essentials of the Constitution of the United States and the Constitution of the State of Nevada, including the origin and history of the Constitutions and the study of and devotion to American institutions and ideals pursuant to Nevada Revised Statutes 396.500 for all associate and baccalaureate degrees. If clearly identified, this content may be included in coursework defined in subsection 1. Institutional course catalogs must identify courses that meet this requirement.*
- Courses taken toward the System [~~Core~~] *general education requirements* shall not be applied to more than one *general education requirement defined in subsection 1* [~~area in the Core~~]. Credits earned by examination may apply toward any of [~~the Core~~] *the general education requirements defined in subsections 1 and 2.*

[3]4. 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 System [~~Core~~] ***requirements for general education.***

Evidence of completion of U.S. and Nevada Constitutions is required of all second-degree students whose first degree is not from an NSHE institution.

[4]5. NSHE institutions are encouraged to exchange ideas in the development and improvement of ***specific courses to meet*** NSHE requirements, ***particularly to increase the likelihood of transfer student success***; however, each institution is responsible for determining the character of its own program.

[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.~~]

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**POLICY PROPOSAL - HANDBOOK**  
**TITLE 4, CHAPTER 16, SECTION 24**  
Community College Graduation Requirements

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

**Section 24. Community College Requirements for Graduation**

The following requirements must be met by a student seeking to graduate from an NSHE community college:

[~~1. Each associate degree student is required to satisfy the United States and Nevada Constitution requirement and six semester credits of Communications.~~]

[2]1. Each associate degree or certificate of achievement student is required to satisfy course requirements as defined in the college catalog.

[3]2. A student may select the catalog year governing requirements for graduation under the following circumstances:

- a.) the year in which the student enrolled; or
- b.) the year the student officially selects a program of study; or
- c.) the year in which the student will complete the curriculum requirements for an associate degree or certificate of achievement.

If a degree is offered for the first time after a student has enrolled, the student may choose the catalog year in which the degree or major was first offered. The selected catalog may not be more than six years old at the time of graduation for students receiving an associate degree or certificate of achievement, and not more than ten years old at the time of graduation for students receiving a baccalaureate degree.

[4]3. A student must maintain a minimum cumulative grade point average of 2.0.

[5]4. A student must complete a minimum of 15 semester credit hours within the college.

[~~6. The required minimum number of semester hours for the associate degree is 60; and for the certificate of achievement is 30.~~]

[7]5. A student must not have a financial or library obligation to the college.

[8]6. A student may earn multiple degrees and certificates of achievement provided all course and graduation requirements for each degree or certificate are fully satisfied as outlined in the college's course catalog.

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**POLICY PROPOSAL - HANDBOOK**  
**TITLE 4, CHAPTER 16, SECTION 25**  
**Community College Degree Requirements**

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

**Section 25. Community College Certificate and Degree Requirements**

[~~MINIMUM REQUIREMENTS~~]

*The required minimum number of semester hours for an associate of arts, associate of business, and associate of science is 60. Specific requirements for all other certificates and degrees are as follows:*

CERTIFICATE

|                                 |           |
|---------------------------------|-----------|
| Communications                  | 3         |
| Emphasis                        | 24        |
| Additional Program Requirements | <u>3</u>  |
| <b>TOTAL</b>                    | <b>30</b> |

NOTE: Computation & Human Relations must be included as courses or be clearly identified as content [~~imbedded~~] *included* in other required courses.

ASSOCIATE OF APPLIED SCIENCE

|                                      |                 |
|--------------------------------------|-----------------|
| Communications                       | 3               |
| English                              | 3               |
| Constitution                         | 3               |
| Human Relations                      | 3               |
| Social Science*[*]                   | 3               |
| Humanities                           |                 |
| Mathematics                          | 3               |
| Science                              | 3               |
| [ <del>Total General Education</del> | <del>24</del> ] |
| Emphasis                             | 30              |
| Additional Program Requirements      | <u>9</u>        |
| <b>TOTAL</b>                         | <b>60</b>       |

[\*]\*When a Social Science course is used for Human Relations, the student must take a humanities class.

[~~ASSOCIATE OF ARTS\*~~

|  |                      |
|--|----------------------|
| <del>English</del>                         | <del>6</del>         |
| <del>Constitution</del>                    | <del>3</del>         |
| <del>Science (Lab Req.)</del>              | <del>3</del>         |
| <del>Mathematics</del>                     | <del>3</del>         |
| <del>Social Science</del>                  | <del>9</del>         |
| <del>Humanities</del>                      | <del>6</del>         |
| <del>Fine Arts</del>                       | <del>3</del>         |
| <del>Additional Program Requirements</del> | <del><u>27</u></del> |
| <del><b>TOTAL</b></del>                    | <del><b>60</b></del> |

ASSOCIATE OF GENERAL STUDIES

|                                 |           |
|---------------------------------|-----------|
| Communications                  | 6         |
| Constitution                    | 3         |
| Science                         | 3         |
| Mathematics                     | 3         |
| Social Science                  | 3         |
| Humanities                      | 3         |
| Additional Program Requirements | <u>39</u> |
| <b>TOTAL</b>                    | <b>60</b> |

~~\*A minimum 15 credit optional emphasis may include courses used to fulfill the subject requirements outlined above.~~

ASSOCIATE OF SCIENCE\*

|                                 |           |
|---------------------------------|-----------|
| English                         | 6         |
| Constitution                    | 3         |
| Mathematics                     | 6         |
| Science (Lab Req.)              | 12        |
| Social Science                  | 6         |
| Fine Arts/Humanities            | 6         |
| Additional Program Requirements | <u>21</u> |
| TOTAL                           | 60        |

~~\*A minimum 15 credit optional emphasis may include courses used to fulfill the subject requirements outlined above.~~

ASSOCIATE OF BUSINESS

|                                 |           |
|---------------------------------|-----------|
| English                         | 6         |
| Constitution                    | 3         |
| Fine Arts/Humanities            | 9         |
| Mathematics                     | 6         |
| Science (Lab Req.)              | 6         |
| Social Science                  | 6         |
| Additional Program Requirements | <u>24</u> |
| TOTAL                           | 60]       |

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