

General Guidelines for Proposal to Revise an Academic Policy

- This form is used to make revisions to existing university academic policies such as those included in the Academic Requirements and Regulations section of the undergraduate catalog.
- A proposal to revise an existing academic policy at the program or college/school level should be submitted using the proposal to revise a program.
- Proposals to revise academic policies are **action items**.
- **Item 1** should briefly state the proposed revision to the academic policy.
- **Item 2** should state the current policy as printed in the catalog.
- **Item 3** should state the proposed policy to be printed in the catalog.
- **Item 4** should cite specific justification for the revision including supporting data, if appropriate. Is the revision a result of state or federal requirements or other governing or oversight agencies?
- **Item 5** should indicate the impact on any existing policies that may be affected by this revision, including the impact upon the populations that may be affected. Note that revisions in academic policies may impact non-academic policies.
- **Item 6** should indicate when the proposed revision goes into effect and any special provisions for currently enrolled students.

**Proposal to Revise an Academic Policy
(Action Item)**

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Identification of proposed policy revision:

1. Catalog statement of existing policy:

Note: The *General Education Transfer Policy* is a subsection of the “Transfer of Credit” Policy in the undergraduate catalogue.

General Education Transfer Policy from States other than Kentucky

Students who complete an associate degree containing 30 unduplicated semester credit hours of General Education (typically an Associate of Arts [AA] or an Associate of Science [AS]) from a regionally accredited institution outside Kentucky are considered to have fulfilled all WKU Colonnade General Education requirements. These credit hours are to be drawn from and include at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics.

2. Catalog statement of proposed policy:

General Education Transfer Policy from States other than Kentucky

Students who complete an associate degree containing 30 unduplicated semester credit hours of General Education (typically an Associate of Arts [AA] or an Associate of Science [AS]) from a regionally accredited institution outside Kentucky are considered to have fulfilled all WKU Colonnade General Education requirements. In addition, students who have fully completed the general education requirements at a regionally accredited four-year institution outside Kentucky are considered to have fulfilled all WKU Colonnade General Education requirements if, and only if, the general education program contains 30 or more unduplicated semester credit hours. In both cases, these credit hours are to be drawn from and include at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics.

3. Rationale for proposed policy revision:

The current policy allows transfer of general education completion/fulfillment from two-year programs from states other than Kentucky but excludes transfer of general education completion/fulfillment from four-year, regionally accredited institutions. Students who transfer to WKU with previously earned course credit from a regionally accredited four-year institutions outside Kentucky must petition for recognition/acceptance of each general education credit earned at the previous institution. Since the purpose of general education is to foster critical thinking and develop “soft” skills and universal competencies, the outcomes of general education programs, as a whole, are the focus rather than the content of the individual course. If students complete general education programs at accredited, four-year

institutions outside Kentucky, that meet the 30-hour minimum as well as the humanities/fine arts, social/behavioral sciences, and natural science/mathematics requirements, that should count as completion/fulfillment of WKU's Colonnade Program. The goal of this policy change is to remove barriers for student transferring to WKU from institutions outside Kentucky.

- 4. **Impact of proposed policy revision on existing academic or non-academic policies:**
 - 4.1 Impact on policies: None
 - 4.2 Impact on populations that may be affected: Transfer students from four-year, regionally accredited institutions outside Kentucky who have fully and successfully completed the 30 hour or more general education requirements in the areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics.
- 5. **Proposed term for implementation:** Fall 2022
- 6. **Dates of prior committee approvals:**

Registrar's Office	<u>3/11/22</u>
UCC Academic Policy Subcommittee	<u>3/22/22</u>
Undergraduate Curriculum Committee	<u>4/19/22</u>
University Senate	_____