

Proposal Date: May 1, 2015

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

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1. Identification of proposed policy revision:

Change the current policy on reverse transfer for students with senior status to be more flexible and transfer-friendly by replacing the cap on reverse transfer hours in general with a cap on reverse transfer hours in the major.

2. Catalog statement of existing policy:

“Students must complete at least 16 hours of coursework in residency after the semester in which 90 cumulative hours of coursework were earned.”

3. Catalog statement of proposed policy:

“A maximum of 12 hours in the major may be transferred back after the semester in which 90 cumulative hours of coursework were earned.”

4. Rationale for proposed policy revision:

Though designed to limit the number of reverse transfer hours (defined as hours completed at another institution after taking courses at WKU), existing policy hurts our degree completion with returning students. Students who no longer live in the area and who may need less than a year’s worth of classes to finish, often electives or general education, do not have the option of taking those classes locally and inexpensively, even though they have met the WKU 25% residency requirement, and, if they had completed those courses at any other time in their educational careers, we would happily have accepted them.

Instead, their only recourse is to take the classes online, if they happen to be offered, and pay an additional fee on top of WKU tuition. If the classes they need for graduation are not offered online, and they have to take them elsewhere, they then find they need to take additional unnecessary online classes in order just to fulfil their senior residency. Adult students already face considerable barriers to completing their degree programs: this additional barrier may well lead to some choosing not to complete their WKU degree at all.

This change would allow students who have met WKU’s other residency requirements to transfer in classes they take elsewhere as seniors just as they could at any other stage in their academic career. It protects the integrity of our majors, however, by limiting reverse transfer of courses in the major after 90 credit hours to a maximum of 12.

5. Impact of proposed policy revision on existing academic or non-academic policies:

5.1 Impact on policies:

None. The other existing residency policies would remain in effect, namely: “Twenty-five percent of the coursework must be earned through instruction at WKU,” and “At least 1/3 of the hours used in the major and minor must be earned through instruction at WKU.”

5.2 Impact on populations that may be affected:

We anticipate that this will help encourage adult students with 90 or more hours to complete their degrees, in some cases by taking additional classes at WKU. This is a potentially large population: IR has generated a list of 3476 WKU students who began at WKU later than summer 2005 who have achieved senior status but who are not currently taking classes.

6. Proposed term for implementation: Spring 2016

7. Dates of prior committee approvals:

Department/ Unit _____	<u>N/A</u>
_____ College Curriculum Committee (if applicable)	<u>N/A</u>
UCC Academic Policy Subcommittee (if applicable)	_____
Undergraduate Curriculum Committee	_____
University Senate	_____