

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs

AGENDA ITEM: 6 – E
DATE: October 3-5, 2017

SUBJECT

BOR Policies 2:25 & 2:31 – Articulation of General Education Courses Revisions (Emergency Approval)

PERTINENT HISTORY

None

CONTROLLING STATUTE, RULE, OR POLICY

[BOR Policy 2:25](#) – Articulation of General Education Courses: South Dakota Technical Institutes *without* a Memorandum of Agreement with the Board of Regents

[BOR Policy 2:31](#) – Articulation of General Education Courses: South Dakota Technical Institutes *with* a Memorandum of Agreement with the Board of Regents

BACKGROUND / DISCUSSION

In December 2016, the Board moved to repeal BOR Policy 2:28 – Proficiency Examination. There are several other Board policies that referenced BOR Policy 2:28, including BOR Policies 2:25 & 2:31, which deal with the articulation of General Education courses at South Dakota Technical Institutes either without (2:25) or with (2:31) a Memorandum of Understanding with the Board of Regents. Each policy has a short reference to 2:28, during which they list BOR Policies that govern the transfer of credit. The removal of that reference is the only substantial change to the policies. Both policies have also been converted to the new policy format.

IMPACT AND RECOMMENDATIONS

The policies have been reviewed by the necessary councils, and the recommended motion indicates emergency approval to avoid two readings.

(Continued)

DRAFT MOTION 20171003_6-E:

I move emergency approval of the revisions to Board Policy 2:25 – Articulation of General Education Courses: South Dakota Technical Institutes *without* a Memorandum of Agreement with the Board of Regents, and the revisions to Board Policy 2:31 – Articulation of General Education Courses: South Dakota Technical Institutes *with* a Memorandum of Agreement with the Board of Regents.

ATTACHMENTS

Attachment I – Board Policy 2:25 – Articulation of General Education Courses: South Dakota Technical Institutes without a Memorandum of Agreement with the Board of Regents

Attachment II – Board Policy 2:31 – Articulation of General Education Courses: South Dakota Technical Institutes with a Memorandum of Agreement with the Board of Regents

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Articulation of General Education Courses: South Dakota Technical Institutes without a Memorandum of Agreement with the Board of Regents

NUMBER: 2:25

A. PURPOSE

To regulate the articulation of General Education courses between the Regental system and South Dakota Technical Institutes when no Memorandum of Agreement is in place.

B. DEFINITIONS

None

C. POLICY

1. Criteria

- 1.1. Articulation of General Education courses will be a Regental system to technical institute process.
- 1.2. Articulation will include the General Education courses designated as the System General Education Requirements for the Regental institutions.
- 1.3. General Education courses may be articulated as acceptable for transfer to all Regental institutions for lower division credit. No courses numbered 099 or lower, including remedial and non-degree credit courses, will be articulated.
- 1.4. Technical institute instructors teaching general education courses articulated with the Regental institutions must meet the criteria specified below. Prior to each semester, the technical institutes will provide the Board Office with the names, vitae, and graduate transcripts of not previously approved faculty teaching the articulated courses, and the faculty must be approved by the Board Office prior to the course being taught. The Board Office will provide the Department of Education and Cultural Affairs with the list of approved faculty.
 - 1.4.1. Technical institute faculty have either a master's degree in the subject/discipline being taught or any master's degree typically with eighteen (18) graduate hours in the subject/discipline being taught.
 - 1.4.2. Faculty who do not meet the criterion above must be actively pursuing courses of study that will lead to these degrees within three (3) to five (5) years.

- 1.4.3. If a university specialized accrediting agency establishes standards for faculty credentials, those standards will be followed.
- 1.5. Emergency short-term exceptions will be accepted.
- 1.6. Once a course is approved for Regental system to technical institute articulation, the courses offered in the postsecondary technical institute system will be numbered to conform to the common course numbering model of the Board of Regents System. Common numbering and titles will facilitate the transfer process.

2. Process

- 2.1. Requests for articulation by the postsecondary technical institutes will be forwarded to the System Chief Academic Officer in the Office of the Executive Director of the Board of Regents for action by the Academic Affairs Council. The course requests will include the following material from the immediately preceding semester: a copy of the syllabus (including detail of course content), tests indicating the skill level students are required to meet, evaluation and grading procedures, and a list of all faculty who teach the course and copies of their vitae and transcripts.
- 2.2. The System Chief Academic Officer will refer articulation proposals to the Academic Affairs Council or designee.
- 2.3. Once a course is articulated, it is the responsibility of each party to submit a new proposal when any aspect of the course is changed, including number, content, outcomes, faculty, etc.

3. Transfer

- 3.1. Transfer of courses from South Dakota postsecondary technical institutes is governed by Board policies 2:5, 2:25, 2:26, 2:27, ~~2:28~~, and 2:31.
- 3.2. High school dual credit courses offered or accepted by technical institutes must be validated by AP or CLEP examinations before being accepted in transfer to Regental institutions. The Regental system has established the minimum scores on each AP and CLEP examination necessary to receive credit.

4. Associate Degrees

- 4.1. The Associate of Applied Science degree is a non-transferable degree. General education coursework for such degrees may be transferable only when a specific program to program articulation agreement exists.

FORMS/APPENDICES:

None

SOURCE:

BOR June 1997; BOR March 1998; BOR August 1999; BOR June 2005; BOR October 2017.

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Articulation of General Education Courses: South Dakota Technical Institutes with a Memorandum of Agreement with the Board of Regents

NUMBER: 2:31

A. PURPOSE

To regulate the articulation of General Education courses between the Regental system and South Dakota Technical Institutes when a Memorandum of Agreement is in place.

B. DEFINITIONS

None.

C. POLICY

1. Criteria

- 1.1. Articulation of General Education courses will be a Regental system to technical institute process governed by a Memorandum of Agreement.
- 1.2. Articulation will include the 100 and 200 level General Education courses designated as the System General Education Requirements for the Regental institutions.
- 1.3. Technical institute instructors teaching general education courses articulated with the Regental institutions must meet the criteria specified below.
 - 1.3.1. Technical institute faculty have either a master's degree in the subject/discipline being taught or any master's degree typically with eighteen (18) graduate hours in the subject/discipline being taught.
 - 1.3.2. Faculty who do not meet the criterion above must be actively pursuing courses of study that will lead to these degrees within three (3) to five (5) years.
 - 1.3.3. If a university specialized accrediting agency establishes standards for faculty credentials, those standards will be followed.
 - 1.3.4. The university Vice President for Academic Affairs can approve short-term exceptions.

2. Course Delivery

- 2.1. The Regental universities will be responsible for the delivery of general education courses that articulate to the universities.
- 2.2. General education courses that do not articulate to the universities are the responsibility of the technical institute.

3. Transfer

- 3.1. General Education courses delivered by a Regental university to a technical institute with a Memorandum of Agreement with the Board of Regents will transfer to all Regental universities.
- 3.2. Transfer of general education courses from South Dakota postsecondary technical institutes is governed by Board policies 2:5, 2:25, 2:26, 2:27, ~~2:28~~, and 2:31.
- 3.3. High school dual credit academic courses offered or accepted by technical institutes must be validated by AP or CLEP examinations before being accepted in transfer to Regental institutions. The Regental system has established the minimum scores on each AP and CLEP examination necessary to receive credit.

FORMS/APPENDICES:

None.

SOURCE:

BOR June 2005; BOR October 2017.