SOUTH DAKOTA BOARD OF REGENTS

Committee on Academic and Student Affairs

AGENDA ITEM: I - B

DATE: October 13-14, 2010

****

SUBJECT: Articulation of Courses and Programs with the Technical Institutes

Transfer of academic coursework from South Dakota postsecondary technical institutes is governed by Board policies 2:5, 2:25, 2:26, 2:27, 2:28, and 2:31. This is currently facilitated through three separate strategies:

1. Transfer of general education courses is coordinated through partnering agreements. This process uses a strategy requiring the institutes to identify "transferrable" courses on their transcripts. This process is governed by Board policy 2:31.
2. A series of program to program articulation agreements have been developed these past years that leads to the acceptance of block credit for those students who have completed specific AAS degree and are enrolling in the specified baccalaureate program. This process is primarily governed by Board policy 2:27.
3. A set of technical institute programs articulate into the systems applied baccalaureate degree program, the BATS offered by BHSU and SDSU. In these cases, students transferring from an institute holding an AAS in a designated area can typically be awarded the BATS degree upon completion of 64 credit hours. The recently approved articulation agreements between USD and a set of the institutes leading to USD's BS in Health Sciences are included in this category.

A set of guidelines have been developed to facilitate the processes. A copy of these is included. These guidelines are routinely reviewed within the system by those who administer the agreements. In addition, members of the Academic Affairs Council have met with representatives from the TI's to determine if changes need to be made to ensure these agreements are working as planned. During the past couple of years the processes seem to be working well for those students transferring and no changes have been needed.

(continued)

****

RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR

Information only.

During the past few years, there has been an increase in the number of students transferring from one of the technical institutes to one of the universities. As reported in the Fact Book, in FY2006 there were 192 transfers and by last fall (FY2010) this had increased to 239. For years, the number of students transferring was fairly constant but there have been modest increases seen the past two years. The table below provides a five year summary (FY2006-FY2010). USD's longstanding articulation agreements in health care disciplines such as nursing and dental hygiene provide opportunities for a number of students from the technical institutes. In sum, it is apparent that the Regental institutions are providing opportunities for TI students looking to transfer. Since there are relatively few students from the technical institutes who enroll under one of the programmatic agreements, it is safe to state that the agreements coordinating the transfer of general education control most of the transfer activities.

Transfer Enrollments, FY06 – FY10

	BHSU	DSU	NSU	SDSMT	SDSU	USD	TOTAL
LATI	5	14	18	2	113	202	354
MTI	6	11	6	2	28	21	74
STI	19	66	13	1	128	176	403
WDTI	109	4	1	17	54	54	239
	139	95	38	22	323	453	1070

Beginning in 2004, the system began promoting a set of program to program articulation agreements between the technical institutes and the universities to establish a set of clearly stated paths students holding an AAS degree can follow if they are interested in pursuing a specific baccalaureate degree. At this point in time there are 250 approved program to program agreements between the public universities and technical institutes in South Dakota. The following list summarizes the number of approved program to program agreements for each public university and technical institute.

BHSU	24	LATI	68
DSU	55	MTI	18
NSU	39	STI	126
SDSMT	0	WDTI	38
SDSU	67		
USD	65		

To date, these have not been widely used. Last fall, there were 41 students enrolled under one of these agreements. Almost all of the students transferred from Lake Area or Southeast Technical Institutes and are attending SDSU. A primary concern that has been voiced is that these agreements commonly do not recognize work completed at the TI as fulfilling any specific course requirements in the major. Rather, a specified number of block credits are awarded which typically fulfills the electives required within the program of study.

Another strategy that students, who have earned an AAS degree can use when transferring from one of the institutes, fall under the applied baccalaureate framework. Historically, students pursuing this option pursued the BATS degree offered by BHSU or SDSU. In these cases, credits that students earned to complete the AAS degree are recognized, and students are typically awarded the BATS degree upon completion of 64 credit hours. While this option has been in place for more than a decade, it has never been very popular. Last fall, there were 19 students enrolled in the BATS programs offered by BHSU and SDSU. During the four-year period FY06 – FY09, BHSU awarded 11 BATS degrees and SDSU awarded 15, an average 6.5 degrees/year. To provide a bit of perspective, this seems to be in line with other states. In Arizona, Kentucky and Washington there are 40-55 similar degrees awarded each year while each of these enroll an order of magnitude more students. The recently approved articulation agreements between USD and the technical institutes leading to USD's BS in Health Sciences are included in this category.

The campuses are having discussions with the technical institutes to efficiently and effectively provide options for students within the given mission of the institutions. These conversations focus on strengthening program to program articulations in areas where there are programmatic emphases in common areas and where there is significant student interest. In all cases, these processes start from a discussion of student learning outcomes.

South Dakota Public Universities And
South Dakota Technical Institutes
Program To Program Implementation Guidelines
Transfer General Education Courses
(May 2005; Sep 2005, Updated Oct 2006)

SCHEDULING AND ACADEMIC CALENDAR

Scheduling of University Transfer General Education Courses

1. The VPAA at the university will designate one contact person and the President/Director at the technical institute will designate one contact person who will work together to manage and be responsible for the scheduling of the transfer general education courses at the technical institute.

    a. Through consultation the technical institute and university will develop a timeline according to which the technical institute will submit to the university a draft general education course schedule.

    b. The technical institute will draft the initial days and times for each course section.

    c. The technical institute will indicate technical institute faculty assigned to each course section.

    d. The university will review the technical institute draft schedule and assign university faculty as needed for the proposed course sections, or consult with the technical institute concerning unstaffed sections.

2. Curriculum management

    a. Through consultation the technical institute and university will determine for each class minimum enrollment, enrollment caps, delivery method and cancellation.

    b. The technical institute will notify its students if a class is cancelled and the university will notify its students if a class is cancelled.

    c. Contact Hours—BOR policies on class and laboratory contact time will be followed.

    d. The faculty member teaching the course will transmit grades for technical institute students to the technical institute and grades for university students to the university.

Academic Calendar

The transfer general education courses typically will be delivered according to the technical institute academic calendar. University class sections will be considered non-standard and will be based on the technical institute calendar start and end dates. The university and technical institute may determine that a course should be delivered based on the university academic calendar.

REGISTRATION

Registering Technical Institute students in University Transfer General Education Courses:

1. Students seeking degrees from the technical institute register as a technical institute student enrolling in the transfer general education courses. These students will pay the technical institute tuition and fees.

Registering Students in University Transfer General Education Courses who are not seeking a degree from the Technical Institute:

1. Students not seeking degrees from the technical institute register as a university student enrolling in the university general education courses. These students pay the university tuition and fees.

2. Each transferable General Education course offered at the technical institute will be entered on the university schedule as a non-standard class using the technical institute calendar start and end dates.

3. Students not seeking degrees from the technical institute wishing to enroll in the university general education courses must apply for university admission following standard procedures.

4. University enrollments in the transfer general education courses are on a space available basis.

FACULTY

Requirements to teach General Education courses:

1. Technical institute faculty have either a master's degree in the subject/discipline being taught or any master's degree typically with 18 graduate hours in the subject/discipline being taught. (BOR Policy 2:25:1:E:1)

2. If a university specialized accrediting agency establishes standards of faculty credentials, those standards will be followed. (BOR Policy 2:25:1:E:3)

3. Emergency short-term exceptions will be accepted. (BOR Policy 2:25:1:E:4)

General Education Course Delivery – Current Technical Institute Faculty

1. Current technical institute faculty approved to teach transfer general education courses may continue to teach as long as they meet university requirements. Lists of the current technical institute faculty approved to teach university transfer general education courses are included as Attachment I.

2. Current technical institute faculty approved to teach general education courses will be designated as a university courtesy appointment as **adjunct faculty** (i.e., names included in university email listing, phone book, department/college list of faculty; invited to relevant university events)

3. The adjunct faculty courtesy appointment does not alter the technical institute faculty contractual relationship with the technical institute.

General Education Course Delivery – New Hires

1. If the currently approved technical institute faculty resign their position at the technical institute, through consultation the university and technical institute will determine the hiring of replacement faculty to teach transfer general education courses. This could include a jointly shared and approved individual, an assignment of a qualified person from the university staff, or a new part-time individual hired by the university.

Faculty Recruitment/Hiring Process/Salary and Benefits

1. The university determines the adequacy of the qualifications of the faculty teaching university courses.

2. All faculty who teach transfer general education courses must meet the requirements specified above.

3. The technical institute and university will notify one another when faculty who teach transfer general education courses at the technical institutes communicate their intent to leave their position or the position workload changes and results in the need to identify a new faculty member to teach transfer general education courses.

4. The salary for new hires to teach transferable general education courses will be determined by the institution hiring the faculty member.

5. During the hiring process for transfer general education courses, the university and technical institute will consult on the qualifications of individuals being considered.

Faculty Supervision and Evaluation

1. The universities will designate the academic supervisor for each technical institute faculty member/university adjunct faculty member for only the transferable general education courses. In most cases the academic supervisor will be the university department head or chair of the discipline of the course. For example, for the technical institute faculty member teaching SOC 100, Introduction to Sociology, the supervisor will be the university Department Head of Sociology. If a department head or chair is not available, then the university Dean of the college will serve as the supervisor.

2. The academic supervisor monitors the course content and delivery.

3. All personnel issues are the responsibility of the employing institution.

4. The academic evaluation process will include the following elements:

    a. The university student opinion survey will be used for all transfer general education courses.

    b. Through consultation the university and technical institute will direct the process for formal classroom observation.

    c. Each university and technical institute partnership will establish procedures for evaluation of faculty using the university student opinion survey.

Student Complaints

1. For students who have concerns about course content, delivery, or grading of transferable general education courses, the student's first point of contact is the instructor of the course. If students' concerns remain following contact with the course instructor, the student follows the process in the student handbook of the institution in which the student is enrolled.

2. For all issues other than course content and delivery, the student should follow the process specified in the Student Handbook of the institution in which the student is enrolled. The partner institution will be notified of all such matters.

3. The technical institute and university will consult as needed.

TRANSCRIPTS

Technical Institute Students who do not complete a technical institute degree

1. General education transfer courses taught at technical institutes would be accepted as meeting general education requirements at regental institutions, regardless of whether or not the technical institute student completed the technical institute degree program, assuming:

    a. The transfer general education courses carry the university prefix, number with "T" designation, and title so that they are easily identified by regental registrars as meeting the above conditions.

    b. These courses would be accepted onto the regental transcript when the technical institute student transfers to a regental institution.

    c. All Regental transfer policies will apply.

Technical Institute Students who complete a technical institute degree

1. General education transfer courses taught at technical institutes would be accepted as meeting general education requirements at regental institutions, when the technical institute student graduates from the technical institute degree program, assuming:

    a. The transfer general education courses carry the university prefix, number with "T" designation, and title so that they are easily identified by regental registrars as meeting the above conditions.

    b. These courses would be accepted onto the regental transcript when the technical institute graduate transfers to a regental institution.

    c. The technical institute student does NOT have to declare their intention to transfer to a regental institution at the beginning of their technical institute career to take advantage of the benefits provided by the articulation agreements.

    d. All Regental transfer policies will apply.

General Education Courses

1. General education courses taught at technical institutes prior to Fall 2005 (Attachment II) will be accepted as meeting general education requirements at regental institutions, assuming:

    a. The general education course instructor and course is on the approved articulation course agreement established in 1999 and maintained until Fall 2005.

b. These courses would be accepted onto the regental transcript when the technical institute student transfers to a regental institution.

c. All Regental transfer policies will apply.

Transcripting Articulated Technical Institute Programs

1. Beginning in Fall 2005, transcripting for articulated programs will be accomplished as follows:

   a. A multiple credit block university course is added to the student's academic record to represent the technical credit hours accepted toward the university program. The block course will be numbered ATIP 292 AAS Program in _____ (list title of technical institute AAS degree).

   b. The ATIP 292 block course will carry variable credit – whatever is specified in the articulation agreement.

   c. This block course for the university articulated program will be transcripted when the technical institute graduate is admitted to the university articulated program. If the student changes programs, the university equivalent credit for the ATIP 292 block course will be changed from SUBJ 292T to NC 292T so as not to meet degree requirements in the new program.

   d. A grade of CR will be associated with the ATIP 292 block course and will not be included in the grade point average.

2. Technical institute graduates of articulated programs who transferred to a university prior to Fall 2005 are eligible for the articulation agreements. However, such students will have to meet the requirements in the current university catalog. The articulated ATIP 292 course does not replace any courses the student has already taken at the university.

TECH PREP

1. Technical courses (Technical courses are defined as courses that meet the technical program requirements for a diploma, certificate, or Associate of Applied Science degree.)

   a. The technical institute determines if a Tech Prep technical course meets its requirements and is acceptable for the AAS degree.

   b. Program to program agreements between the South Dakota technical institutes and the public universities involve students who have completed an AAS degree from a South Dakota technical institute.

c. These program to program agreements do not involve the review and transfer of individual technical courses included in the AAS degree.

d. As part of the program to program agreements, the public universities are accepting the AAS degree; and, therefore, are accepting the technical institute decision related to any Tech Prep technical course that was included in the AAS degree.

2. Academic courses (An academic course is defined as a course that is equivalent to a Regental general education requirement at the 100 or 200 level.)

   a. The technical institute determines if a Tech Prep academic course meets its requirements and is acceptable for the AAS degree.

   b. Program to program agreements between the South Dakota technical institutes and the public universities involve students who have completed an AAS degree from a South Dakota technical institute.

   c. These program to program agreements do not involve the review and transfer of individual academic courses included in the AAS degree.

   d. As part of the program to program agreements, the public universities are responsible for the delivery of transfer general education courses. Tech Prep academic courses are not considered transfer general education courses.

FINANCE
(To be updated by BAC)

Reimbursement

_____ Technical Institute may bill _____ State University for the instructional services provided by _____ Technical Institute employees at a rate equal to 2.78% per credit hour of the institute's annual salary and benefit costs for a fulltime individual faculty member.
The parties expect that, at the beginning of each state fiscal year, the Department of Education will pay to _____ Technical Institute $ _____, as provided in the agreement of _____, 200_; subject to continued appropriations for such purposes by the South Dakota Legislature.

Funding

1. The legislative appropriation for the universities and technical institutes is outlined in Attachment III.

2. The universities must cover their costs associated with delivery of transfer general education courses with the state appropriation plus tuition revenue.

Course Sections

1. The number of course sections, to be delivered at the technical institutes, that are funded by the state appropriation are outlined in Attachment IV.