

## Shared Governance Proposal

I. Date: 9.28.2021

Sponsoring Constituent: Undergraduate Enrollment and Academic Policy Committee (UEAPC)

- II. Statement of the Issue: (This should be in a format appropriate for submission to the ASU campus community). This proposal addresses two issues related to the Undergraduate Bulletin. Specifically, it attempts to accomplish the following:
- A. Clarify and provide additional detail to the Course Numbering System section; and
  - B. Delete the requirement that a student must complete 30 credit hours of lower-level (LL) coursework before any upper-level (UL) credit will be counted as upper-level.

III. Rationale for Proposal: (Please include if this is a new or a modification of an existing policy or procedure).

The proposal for your consideration is a modification of an existing policy that limits the awarding of UL credit until a student has earned 30 hours of LL credit. The current policy is decades old and was adopted at a time when students were primarily traditional, residential, and non-transfer.

Over the past 10 years, A-State has seen its non-traditional student population grow exponentially and with this shift comes a rethinking of policies that serve as barriers to non-traditional students. We understand why the policy exists—A-State wants students to complete LL courses before attempting UL courses. Some believe that students will gain maturity, experience, and an academic foundation for moving forward. However, no data exist that indicate students who earn any 30 hours of LL credit perform better than those who complete any other number of LL hours before embarking on UL credit. The UEAPC believes this to be an arbitrary number that was adopted because during the first year of college a traditional, residential student should complete 30 hours.

We all know that courses that require foundational knowledge have specific LL pre-requisites designated, which might not be included in the ANY 30 hours of LL required by this policy.

Finally, A-State is offering certificates to concurrent students that require 3000- and 4000-level courses; yet, we are restricting when degree seekers can enroll in UL courses. Clearly, our practice is no longer in concert with our policy.

The UPEAC recommends deleting the restrictive language in the Bulletin and adding a more thorough description of course numbering and the intended audience for each level of

courses. This deletion will eliminate the need for a formal appeal for students who are not aware of the hard 30-hour rule.

- IV. Type of review (i.e., expedited, full, or extended)  
Full

Please see proposed changes to pgs.43 and 47 of the Undergraduate Bulletin below.

## Proposed Changes

Undergraduate Bulletin

p.43

### COURSE NUMBERING SYSTEM

~~Each course is designated by a number composed of four digits and each course number carries the following information: The first digit indicates the course level (0-no degree credit, 1-freshman, 2-sophomore, 3-junior, 4-senior), and the fourth digit indicates the number of semester hours of credit (this digit will vary with some courses, including variable hour courses—such as Independent Studies—which will carry the letter V in place of hours).~~

Each course is designated by a prefix and a four-digit number.

- The prefix is most often a four-character department or program identifier.
- The first digit indicates the course level.
- The second and third digits identify the course within the department.
- The fourth digit indicates the number of semester hours of credit. This digit will vary for some courses, including variable hour courses such as independent studies, which will carry the letter 'V' in the fourth position.

<u>Course Level Guide</u>	
<u>Number</u>	<u>Description</u>
<u>0XXX</u>	<u>No degree credit</u>
<u>1XXX</u>	<u>Lower-division course designed for first-year students or second-year students who want to explore new subjects or satisfy prerequisites. These courses typically have no prerequisites and are open to students in all majors.</u>
<u>2XXX</u>	<u>Lower-division course designed for second-year students or those with some college-level experience. These courses typically have limited or no prerequisites. Any prerequisites are typically in the same subject area.</u>
<u>3XXX</u>	<u>Upper-division course designed for third- and fourth-year college students. These courses often have prerequisites to ensure student success and may be restricted to students in specific majors. Registration for these courses may require permission of the instructor or department.</u>
<u>4XXX</u>	<u>Upper-division courses designed for fourth-year and other highly experienced college students. These courses often have prerequisites to ensure student success and may be restricted to students in specific majors. Registration for these courses may require permission of the instructor or department.</u>

p.47

9. Complete a minimum of 45 semester hours of junior-senior level courses ~~after earning 30 degree credit hours. (Upper level courses completed by a student before he/she has earned 30 degree credit hours cannot be counted as junior-senior credit.)~~