



## University Senate TRANSMITTAL FORM

<b>Senate Document #:</b>	07-08-14
<b>PCC ID #:</b>	N/A
<b>Title:</b>	30-Credit Hour Rule / Residency Requirement
<b>Presenter:</b>	Charles Delwiche, Chair of Senate APAS Committee
<b>Date of SEC Review:</b>	October 29, 2009
<b>Date of Senate Review:</b>	November 12, 2009
<b>Voting (highlight one):</b>	<ol style="list-style-type: none"> <li>1. On resolutions or recommendations one by one, or</li> <li>2. In a single vote</li> <li>3. To endorse entire report</li> </ol>
<b>Statement of Issue:</b>	The goal of this proposal is to make changes to the current University policy on UMCP Undergraduate Degree Requirements.
<b>Relevant Policy # &amp; URL:</b>	III-7.00(A) UMCP DEGREE REQUIREMENTS as established in the Consolidated USMH & UMCP Policies and Procedures Manual <a href="http://www.president.umd.edu/policies/iii700a.html">http://www.president.umd.edu/policies/iii700a.html</a>
<b>Recommendation:</b>	The 2009-2010 APAS Committee recommends changes to University policy III-7.00(A) UMCP DEGREE REQUIREMENTS in order to better accommodate undergraduate students who wish to take part in study abroad opportunities, internship opportunities, and limited off-campus programs during their final thirty credits.
<b>Committee Work:</b>	<p>On September 25, 2007, Dean for Undergraduate Studies Donna Hamilton submitted a request to review the rules regarding whether the last thirty credits of an undergraduate student's academic career must be taken on the University of Maryland College Park campus. The major cause for this review stemmed from increased interest in Study Abroad programs, as well as an unmanageable number of requests for minor exceptions to the current rule. The Senate Executive Committee (SEC) decided to charge the APAS Committee with reviewing the University's residency requirement.</p> <p>The 2007-2008 APAS Committee began research on this topic in October 2007. The charge was carried-over to the following year. The 2008-2009 APAS Committee submitted an initial report to the SEC and Senate in April 2009, which was returned</p>

	<p>to committee for further review. The 2009-2010 APAS Committee continued to research the issue by comparing the University's current policy to those of our peer institutions, including: U. Illinois–Champagne, UNC Chapel Hill, UC Berkeley, UM Ann Arbor, UCLA, University of Wisconsin–Madison, Virginia Tech, and Rutgers.</p> <p>Representatives from the Office of the Senior Vice President for Academic Affairs and Provost and the Office of Undergraduate Studies worked with the 2009-2010 APAS Committee to develop language for proposed changes. The drafted language was also vetted through the President's Legal Office. The committee met on October 21, 2009, at which time the committee voted to put forth the proposed changes to the current policy. The resulting vote was 14 members in favor, 0 members opposed, and 1 abstention.</p>
<b>Alternatives:</b>	The text of the policy could remain as is currently written.
<b>Risks:</b>	There are no associated risks.
<b>Financial Implications:</b>	There are no financial implications.
<b>Further Approvals Required:</b> <i>(*Important for PCC Items)</i>	Senate Approval, Presidential Approval

## APAS Committee Report

### Proposed Changes to the University Policy III-7.00(A) UMCP DEGREE REQUIREMENTS

The 2009-2010 APAS Committee recommends Senate approval of the following changes to University policy III-7.00(A) UMCP DEGREE REQUIREMENTS:

That section 1. Residency Requirement – Final Thirty Hour Rule under section B. Undergraduate Degree Requirements be replaced with the following text:

#### **1. Residency Requirement**

**a. All candidates for undergraduate degrees from UMCP must take a minimum of 30 credits at UMCP. These must include a minimum of fifteen credits in courses numbered 300 or above, including at least twelve credits in the major field.**

**b. Normally these 30 credits will be the final 30 credits counted toward the degree. However, credits from University-approved study abroad and internship programs, and a maximum of 6 credits that are not part of such programs, may be included in the final 30 if approved in advance by the dean of the academic unit from which the student expects to receive the degree.**

The current policy text can be found in Appendix One. The proposed change can be found in Appendix Two.

The existing language includes explicit reference to an appeals process. That clause appears to be redundant with the general appeals process and seems to have been included only with the intent of limiting appeals to exceptional cases. The proposed language is intended to make most such cases possible to resolve at the level of the program or college.

Nonetheless, the APAS committee noted that the language describing the appeals process is useful both in alerting students to the possibility of appeal and promoting uniformity in how such appeals are handled by programs and colleges. Consequently, the committee recommended that the undergraduate catalog contain information referring to the appeals process, either in this section or in a closely related section.

One solution would be to include the following statement in this section of the undergraduate catalog: "Exceptions to this rule will be made only under highly unusual circumstances, and such requests must be made through the Dean's Office to the Office of the Vice President for Academic Affairs."

An alternative would be to draft a separate policy detailing the appeals process that could be referred to uniformly throughout the policies and procedures manual.

## Appendix One – Current University Policy



### Consolidated USMH & UMCP Policies and Procedures Manual

#### III-7.00(A) UMCP DEGREE REQUIREMENTS

APPROVED BY THE PRESIDENT 1 AUGUST 1991

##### A. Policy

General requirements for undergraduate and graduate degree programs at UMCP are outlined below. Requirements for graduation at UMCP vary according to the character of work in the different colleges, schools, departments, and other academic units. It is the responsibility of the colleges, schools, departments, and other academic units to establish and publish clearly defined degree requirements. These requirements must be approved by the President. The responsibility for knowing and meeting all degree requirements for graduation in a particular curriculum rests with the student. Specific degree requirements are listed in the Undergraduate Catalog and University of Maryland at College Park Graduate School Catalog with the description of each program.

##### B. Undergraduate Degree Requirements

###### 1. Residency Requirement - Final Thirty Hour Rule

- a. All candidates for undergraduate degrees from UMCP must take their final thirty credits at UMCP. Included in these thirty semester hours will be a minimum of fifteen semester hours in courses numbered 300 or above, including at least twelve semester hours in the major field.
- b. A student who at the time of graduation will have completed thirty hours in residence at UMCP may, under unusual circumstances, be permitted to take a maximum of six of the final thirty credits of record at another institution. In such cases, written permission must be obtained in advance from the dean of the academic unit from which the student expects to receive the degree. Exceptions beyond six credits will be made only under highly unusual circumstances, and such requests must be made through the Dean's Office to the Office of the Vice President for Academic Affairs.

###### 2. Enrollment in Majors

A student must be enrolled in the major program from which he or she plans to graduate when registering for the final fifteen hours of the baccalaureate program. The requirement applies to the third year of the combined pre-professional degree programs.

###### 3. Credit Requirements

No baccalaureate degree will be awarded in instances where fewer than 120 credits have been earned. Many undergraduate curricula at UMCP require more than 120 credits. It is the responsibility of the student to become familiar with the requirements of particular curricula.

\* To earn a baccalaureate degree at UMCP a minimum of thirty credits must be taken in residence.

###### 4. Grade Point Average

A minimum 2.00 grade point average is required for graduation in all curricula. A higher average may be required by the individual department, college, school, or program.

## Appendix Two – Proposed Policy Changes (in blue font)



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