

**TO:** Sheila Converse, Executive Secretary  
Faculty Senate

**FROM:** Becky Bitter, Registrar's Office

**FOR:** Academic Affairs Committee

**DATE:** 13 March 2014

**SUBJECT:** Proposal to Revise Rules 106, 34, 114, and 115

At its meeting on March 11, 2014, AAC approved the following proposed revisions from the Registrar's Office to academic regulations 106, 34, 114, and 115. A rationale for each proposed change precedes the rule.

**RULE 106 – Proposed Revision:** The revision below removes outdated terminology and processes related to undergraduate degree applications.

#### **106. UNDERGRADUATE APPLICATION FOR DEGREE (TO-DO-LIST)**

~~Application for a bachelor's or DVM degree should be made at the Registrar's Office near the end of the junior year. The Registrar will furnish candidates with records of their grade points and the hours completed to date, and lists of major and University Common Requirements (UCOREs) yet to be completed. The chairperson of the department is held responsible for checking all departmental requirements, including prerequisites for all courses and the courses required in other departments. A graduation fee must be paid at the time of application.~~

Students may apply for their undergraduate degrees online as soon as they have completed 90 credits and are certified in the major. Advisors and the students' major department are responsible for checking that all departmental requirements are met through the advisement report / degree audit. A graduation fee must be paid at the time of application. See <http://graduations.wsu.edu/> for further information.

**RULE 34 – Proposed Revision:** The rule currently states that students may not repeat a course once their degrees are earned. This rule has disadvantaged some students who need to repeat a course in order to be competitive for application to graduate school or other endeavors, including pursuing a second degree at WSU. Following best practices, the Registrar's Office supports students being able to repeat courses in accordance with the other provisions of the rule.

#### **34. REPEAT COURSES**

- a. Repeating courses graded C- or below. To attempt to improve the cumulative grade point average, a student may repeat courses in which a C- or below was received. When such a course is repeated, only

the last grade contributes to the grade point average and total hours earned. Students may repeat a course graded C- or below one time at WSU. Additional repeats are allowed at WSU by special permission of the academic unit offering the course. Repeats are allowed as transfer credit from another institution. However, the series of repeats and grades is retained on the student's academic record.

- b. Only courses identified as acceptable equivalents according to the appropriate department, the Transfer Guide, or the Admissions Office are treated as repeats. If courses deemed equivalent in content differ in credit hours, the credit hours of the repeat course supersede the credit hours of the original course.
- ~~c. Once a student has graduated from WSU, repeated courses cannot change the pre-degree transcript.~~

**RULE 114 – Proposed Revision:** The revision asks for the following changes:

- 1) Section 'a' below revises the four-year degree types that are currently awarded.
- 2) Numbers 2 and 3 have been revised for clarity.
- 3) Number 5 has been deleted since degrees are always granted under the direction of the college under which the student is certified, and colleges can determine whether senior-level credit is allowed to be completed at another institution.
- 4) Number 6 states that there is a limitation on the number of Physical Education credits that may be applied toward an undergraduate degree. However, checking for this is a manual process that is not practical, and very few students take more than 8 credits of PE ACTIVITY classes. Since December of 2011, only five students have taken more. The Registrar's Office asks that this limitation be lifted.
- 5) Number 8 adds a statement about the degree GPA being displayed on the student's transcript at the time the degree is posted.
- 6) Number 9 has been revised following the suggestions from the Office of Student Standards and Accountability and Student Accounts, to be in alignment with current practice.
- 7) Number 10 states that no changes are allowed to the student's pre-degree transcript. However, students who return for a second degree sometimes need to repeat a course for which they have received a C- or below that they took as part of their first degree. They may need to do so in order to meet departmental requirements for the grade received or to be able to certify in the major, and the like. Because the transcript now displays the student's GPA at the time the degree is posted, and because students would benefit from being able to repeat a course following the provisions from Rule 34, we recommend revising the rule.
- 8) Section 'b' has been deleted since we do not offer these five-year degrees any longer.

**114. REQUIREMENTS FOR UNDERGRADUATE DEGREES**

- a. The four-year degree (BA, BS, BFA, ~~B-Lib-A~~, BLA, BMus)
  - 1. Meet the University Common Requirements (UCOREs) for Graduation.

2. Earn a 2.0 grade point average or better ~~twice as many grade points as the number of hours enrolled~~ in graded course work, in this or any institution for which a grade has been received.
3. Earn a 2.0 grade point average or better ~~twice as many grade points in the major subject as the number of hours enrolled in~~ graded course work in that the major.
4. Complete any of the four-year programs.
5. ~~Complete the senior year under the direction of the college in which the degree is to be granted. If any portion of the final year's work is to be completed at another institution, advance approval must be obtained, in writing, from both the department chairperson and the dean of the college.~~
6. Earn a minimum of 120 semester hours of credit. ~~no more than 8 of which may be PEACT (Physical Education Activity) courses.~~ ( At least 30 must be WSU hours; see Rule 6. )
7. Earn a minimum of 40 semester hours of credit in 300-400-level courses; 500-level courses will count toward the 300-400-level requirement, but an undergraduate may not be required to enroll in or complete a 500-level course as a requirement for the baccalaureate degree.
8. The award of a degree is conditioned upon the student's satisfaction of all University graduation requirements. The degree grade point average will be posted at the time that the undergraduate degree is conferred.
9. The award of a degree and/or diploma is conditioned upon the student's good standing in the university and satisfaction of all University graduation requirements. "Good standing" means the student has resolved any ~~unpaid fees or~~ acts of academic or behavioral misconduct, and complied with all sanctions imposed as a result of the misconduct. The University shall have the sole authority in determining whether to withhold the degree and/or diploma in cases where the student is not in good standing due to acts of misconduct, has not resolved any acts of academic or behavior misconduct, or has not complied with all sanctions imposed as a result of misconduct. The University shall deny the award of a degree if the student is dismissed from the University based on his or her misconduct. Neither diplomas nor transcripts will be sent until students have resolved any unpaid fees and resolved any acts of academic or behavioral misconduct and complied with all sanctions imposed as a result of misconduct. (See Rule 45 and the Standards of Conduct for Students.)
10. All outstanding incomplete work (including grades of I, X, and no/blank grade) must be completed and posted to the official transcript prior to the conferral of the

~~undergraduate or professional degree. Once an undergraduate or professional degree is conferred and posted to the official transcript, no changes will be allowed on the academic record that predates the undergraduate or professional degree.~~

~~b. The five-year degree (B Arch, BS Cst M, B Phar):~~

~~1. Meet requirements 1, 2, 3, 7, 8, 9 and 10 listed under (a) above.~~

~~2. Complete any of the five-year programs.~~

~~3. Complete the fifth year under the direction of the college in which the degree is to be granted. If any portion of the final year's work is to be completed at another institution, advance approval must be obtained in writing, from both the department chairperson and the dean of the college.~~

~~4. Earn a minimum of 150 semester hours of credit, no more than 10 of which may be from PEACT (Physical Education Activity) courses. (See Rule 6.)~~

**RULE 115 – Proposed Revision:** The rule needs to be broadened to include the Pharmacy professional program.

**115. REQUIREMENTS FOR THE DOCTOR OF VETERINARY MEDICINE PROFESSIONAL DEGREES (DVM AND PHARMD)**

a. Complete the four-year professional program.

b. Meet requirements 9 and 10 listed under Rule 114 (a) above.

At this time, Faculty Senate review and approval is recommended, to be effective fall 2014.