



Policy Changes Proposed on First Reading

Title: Approval of a Change in Length of Term Affecting Allocation of Credit

Background

Institutions may make large-scale changes across one or more academic divisions involving the amount of credit given for successful completion of courses, such as a pervasive move from the standard of 3-semester hour courses per semester to 4-semester hour courses per semester. While such changes at institutions are sometimes characterized as routine, they often involve myriad changes at the course level to make the adjustments in credit hour assignment and course content, in information provided to students, in tuition and billing, and other areas of an institution. Because of the myriad details, such a change is likely to be an infrequent but significant event in the life of an institution. The proposed policy requires institutions to notify the Commission about such changes before they take place and engages in a review process appropriate to the magnitude of change expected.

Key to Proposed Changes

Because these policies will be included in a revised presentation of Commission Policies, they are shown here with a temporary numbering scheme. Policy wording to be deleted or revised is shown as strikethrough (~~old wording~~); new policy language, whether through addition or revision, is shown in bold (**new wording**).

Comments Invited

The Commission invites comments on these changes before the Board takes final action at its meeting on October 31 – November 2, 2012. Comments can be sent to policycomments@hlcommission.org. Comments on these policies are due by September 7, 2012.

Policy 3.2(a)	Institutional Change Requiring Notification or Approval (Only Partial Policy Shown. See Policy Book for complete policy.)
	4. A change in one or more of the following requires NOTIFICATION OR APPROVAL: <ul style="list-style-type: none">change from clock to credit hours in one or more institutional programs; orsubstantial increase or decrease in the number of clock or credit hours awarded required for successful completion of an

	<p>academic program;</p> <ul style="list-style-type: none">• change in term length (e.g. semesters to quarters or semesters to a five-week compressed term) that affects 25% or more of all the institution's courses or programs; and• increase or decrease in the number of credit hours per course in 25% or more of the courses in the institution's curriculum. <p>requires prior COMMISSION APPROVAL.</p>
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