

**RACEA**  
**Fall Meeting 2015**  
**October 23, 2015**  
**Middle Georgia State College**  
**238 Professional Sciences Center**

**Agenda**

9:30 a.m. – 10:00 a.m.

- Refreshments (Coffee and Water)

10:00 a.m. – 10:15 a.m.

Bryan Davis, RACEA Chair

Welcome, Introductions, Developments, and Overview

- Welcome and Introductions
- Overview of the Day
- Reading of Amendment to Bylaws
- Treasurer's Report

Michael Black

10:15-11:15 Discussion of Comprehensive Program Review Policy

Invited Guests:

Dr. Kelli Brown, Provost GC&SU, Chair of RACAA-RACEA Subcommittee  
Marci Middleton, USG Representative to RACAA-RACEA Subcommittee

RACEA Members on Subcommittee:

Angeles Eames, Armstrong State University  
Juliana Lancaster, Georgia Gwinnett College  
Donta Truss, Fort Valley State University

11:30-12:30

AA & AS Task Force Meeting (Room 238)

Discuss BoR Policy Changes from Last Week's BoR Meeting

CPR Committee Meeting (Room 237)

Discuss future of RACEA CPR Committee and of CPR at system level

12:00-1:00

Lunch

1:00-1:30

Reports on Committee-Task Force Meetings

1:30-2:00

Annual Meeting Planning

Danielle Buehrer, Chair-Elect

2:00

Adjourn

Proposed Bylaws reviewed by RACEA Executive Committee, May 26, 2011

Bylaws 1<sup>st</sup> Reading, June 15, 2011; Bylaws 2<sup>nd</sup> Final Reading, August 10, 2011

Presentation to RACEA membership, October 7, 2011 and February 24, 2012

Final Version Approved by Executive Committee, June 7, 2012

Additional Bylaws proposed by RACEA Executive Committee, October 5, 2012

Revised at Annual Meeting, February 20, 2013

- i. Serve on the Executive Committee
- ii. Provide leadership and guidance to members of designated task force/standing committee in setting goals and ensuring completion of those goals and annual commitments
- iii. Keep accurate records of task force/standing committee meetings
- iv. Provide progress reports to the Executive Committee at scheduled meetings and as requested by the Chair
- v. Bring forth items for consideration or discussion by the full membership on issues related to RACEA's vision and mission
- vi. On a rotational basis serve as the head of the planning committee for the fall workshop to include identifying the location, developing the agenda, inviting guest speakers, and working with the RACEA representative of the chosen site on meeting logistics
- vii. Represent task force/standing committee at USG meetings which may include developing background and presentation material

g. The duties of the RACEA USG General Education Council Representative are to:

- i. Represent the issues and concerns of RACEA to the USG General Education Council
- ii. Provide the USG General Education Council accreditation advice and expertise

## ARTICLE IV: ELECTIONS

Section 1: The Chair will conduct the election and announce the new Chair-Elect before the close of the annual meeting. The Secretary will keep an accurate record of nominations and associated votes by RACEA representatives present at the annual meeting.

Section 2: The Chair of the Nominating Committee will present one nomination for the Chair-Elect and Secretary as well as take nominations from the floor on the day of the election.

- a. The Chair-Elect shall be confirmed by a simple majority vote of RACEA (voting) representatives present at the annual meeting. The Chair-Elect shall serve three terms— one year as Chair-Elect, one year as Chair, and one year as Past Chair.
- b. The Secretary shall be confirmed by a simple majority vote of RACEA (voting) representatives present at the annual meeting. The Secretary shall serve one term and may be reelected but may serve no more than two terms.
- c. The Treasurer shall be appointed and reviewed annually by the other members of the RACEA Executive Committee. In order to establish and maintain an ongoing account and consistent financial policies and procedures, the Treasurer shall be eligible to serve continuously until the Treasurer steps down or until the Executive Committee determines a new Treasurer should be appointed.
- d. Task Force. Chairs shall be confirmed by a simple majority vote of RACEA (voting) representatives present at the annual meeting. Nominations for Task Force Chair may be submitted to the Nominating Committee in advance of the annual meeting and also be presented on the floor on the day of the election. Task Force Chairs will serve one term and may be reelected to a second and third term but may serve no more than three terms.
- e. The RACEA USG General Education Council Representative shall be confirmed by a simple majority vote of RACEA (voting) representatives present at the annual meeting. The RACEA USG General Education Council Representative will serve a term of at least three years, and may be reelected to serve multiple three-year terms.

Section 3: Terms of service (as noted above) for the Chair, Chair-elect, Secretary, Task Force Chairs, and RACEA USG General Education Council Representative will begin at the conclusion of the annual meeting at which the election occurs and end at the conclusion of the following annual meeting. The term of service for the Treasurer will begin at the time of appointment and continues until a new Treasurer is appointed.

Section 4: When an office becomes vacant during a term of service, the Executive Committee shall select a RACEA representative to complete the term of the vacated office.

**6. Revision of Board Policies Related to Associate Degrees:**  
**a. Revision of Board Policy 3.3.1 – Core Curriculum**  
**b. Revision of Board Policy 3.3.6 – Associate Degrees**

**Recommendation:** That the Board approve the following changes to BOR Policy 3.3.1 -Core Curriculum and BOR Policy 3.3.6 – Associate Degrees, effective October 14, 2015.

**Abstract:** Current Board Policy on Associate Degrees allows only for general transfer degrees (i.e., associate of arts or associate of science degrees) that do not carry a disciplinary distinction and career degrees (associate of applied science degrees or associate of science degrees in allied health fields). When a student graduates, the title of the degree on their diploma reads only as an associate of arts or an associate of science and does not identify the disciplinary field of study in the degree program. With the focus on college completion, our institutions are working to enhance the “value” of an associate degree, not only for transfer purposes, but for employment opportunities in the workforce. The revised policy allows for some select, associate-level transfer degrees to carry a disciplinary distinction (e.g., associate of science with a major in biology or associate of arts with a major in film) because the required Area F in the degree program is a sufficiently coherent set of courses to be considered a major field of study at the associate level. Having designated associate degrees in select disciplines should enhance student recruitment at our associate-degree granting institutions. Associate degrees approved as stand-alone majors will be subject to all USG policies on Area F guidelines and comprehensive program review, and all relevant SACS-COC standards for a distinct program of study.

The following two policy changes are designed to reflect two types of transfer degrees (general and stand-alone), clarify the existing policy on career associate degrees, and remove Area F requirements from the Board’s Policy on the core curriculum to align those requirements where they more appropriately belong – within the policy on associate degrees. Aligning Area F requirements with the associate degree policy will aid institutions in determining if their existing AA or AS degrees would be more appropriate as stand-alone major fields of study.

**CURRENT POLICY:**

**3.3.1 Core Curriculum**

The USG core curriculum was developed with the goals of assuring institutional accountability for learning, incorporating learning requirements in global perspectives and critical thinking, allowing institutions some flexibility in tailoring courses to their institutional mission, while ensuring that core curriculum courses completed at one USG institution or through eCore, the USG’s designated online core curriculum, are fully transferable to another USG institution.

Each institution’s core curriculum shall consist of 60 semester hours, 42 hours in Areas A-E and 18 hours in Area F, as follows:

Area	Name	Hours
Area A1	Communication Skills	At least 6 semester hours
Area A2	Quantitative Skills	At least 3 semester hours
Area B	Institutional Options	At least 3 semester hours
Area C	Humanities/Fine Arts, and Ethics	At least 6 semester hours
Area D	<p>Natural Sciences, Mathematics, and Technology</p> <p>At least 4 of these hours must be in a lab science course.            *Given the importance of the STEM disciplines, any institution that wishes to drop Area D below 10 hours must make a compelling intellectual case that its core proposal will not lead to students knowing less about the natural sciences, math, and technology. [An example of such a compelling case might be if the institution proposed to put 3 or more hours of math in Area B and 7 hours of natural science in Area D.]</p>	At least 7 semester hours*
Area E	Social Sciences	At least 6 semester hours
Area F	Lower Division Major Requirements	18 semester hours

The specific learning outcomes for areas A through E of an institution's core curriculum are approved by the Council on General Education.

In addition to Areas A-E, three additional learning goals, US perspectives, Global Perspectives, and Critical Thinking are added to the core. US perspectives and global perspectives are overlay requirements and each institution must designate some courses in Areas A-E that satisfy these learning requirements. Each institution must also develop a plan to insure that students who complete Areas A-E acquire foundational critical thinking skills. Courses designated as meeting the US perspectives and global perspectives overlay requirements, and institutional critical thinking plans, must be approved by the Council of General Education.

Students completing any core curriculum course at one USG institution or through eCore will receive full credit for that course upon transfer to another USG institution within the same major, even if a core area is not completed and even if it means giving transfer credit across areas (e.g., credit of a math course in Area C).

Assessment of the core curriculum by each institution is required as part of their accreditation by the Southern Association of Colleges and Schools and by the USG Comprehensive Program Review process.

(BoR Minutes, October 2009, October 2014)

**PROPOSED POLICY:**

**3.3 Curriculum**

**3.3.1 Core Curriculum**

The USG core curriculum was developed with the goals of assuring institutional accountability for learning, incorporating learning requirements in global perspectives and critical thinking, allowing institutions some flexibility in tailoring courses to their institutional mission, while ensuring that core curriculum courses completed at one USG institution or through eCore, the USG’s designated online core curriculum, are fully transferable to another USG institution. **All core curriculum requirements must be completed as part of the associate of arts, associate of science, bachelor of arts and bachelor of science degree programs.**

Each institution’s core curriculum shall consist of **42** semester **credit** hours, **with minimum credit hours in each area of the core as follows:** ~~42 hours in Areas A-E and 18 hours in Area F,~~ as follows:

Area	Name	Hours
Area A1	Communication Skills	At least 6 semester hours
Area A2	Quantitative Skills	At least 3 semester hours
Area B	Institutional Options	At least 3 semester hours

Area C	Humanities/Fine Arts, and Ethics	At least 6 semester hours
Area D	Natural Sciences, Mathematics, and Technology At least 4 of these hours must be in a lab science course.  *Given the importance of the STEM disciplines, any institution that wishes to drop Area D below 10 hours must make a compelling intellectual case that its core proposal will not lead to students knowing less about the natural sciences, math, and technology. [An example of such a compelling case might be if the institution proposed to put 3 or more hours of math in Area B and 7 hours of natural science in Area D.]	At least 7 semester hours*
Area E	Social Sciences	At least 6 semester hours

The specific learning outcomes for areas A through E of an institution's core curriculum are approved by the Council on General Education.

In addition to Areas A-E, three additional learning goals, US perspectives, Global Perspectives, and Critical Thinking are added to the core. US perspectives and global perspectives are overlay requirements and each institution must designate some courses in Areas A-E that satisfy these learning requirements. Each institution must also develop a plan to insure that students who complete Areas A-E acquire foundational critical thinking skills. Courses designated as meeting the US perspectives and global perspectives overlay requirements, and institutional critical thinking plans, must be approved by the Council of General Education. Students completing any core curriculum course at one USG institution or through eCore will receive full credit for that course upon transfer to another USG institution within the same major, even if a core area is not completed and even if it means giving transfer credit across areas (e.g., credit of a math course in Area C).

Assessment of the core curriculum by each institution is required as part of their accreditation by the Southern Association of Colleges and Schools and by the USG Comprehensive Program Review process.

### **CURRENT POLICY:**

#### **3.3.6 Associate Degrees**

##### **3.3.6.1 Transfer Degrees**

All A.A. and A.S. degrees shall be transfer degrees leading to the baccalaureate degree, with the area of study determining which degree is awarded. Other than the distinction between the A.A. and A.S. designation, these degrees carry no indication of the student's area of study (major).

Absent the approval of the USG chief academic officer, no A.A. or A.S. degree program shall exceed sixty (60) semester credit hours, exclusive of physical education activity/basic health, orientation, or pre-secondary education course hours that the institution may require (BoR Minutes, 1986-87, p. 370; December 1995; February 2005).

### **3.3.6.2 Career Degrees**

Career degrees include the Associate of Applied Science (A.A.S.) and Associate of Science in allied health areas (A.S. in designated fields).

Career degrees may be awarded for the completion of two-year collegiate programs designed to prepare students for immediate employment. Selected courses included in these programs may be used for transfer credit. The following are the minimum requirements for career degrees:

1. Programs shall include a minimum of twenty-one (21) semester credit hours of general education. This coursework must include components designed to develop oral and written communication, reading computational skills, fundamental mathematics skills and the basic use of computers. At least one (1) course from each of the following areas is required: the humanities/fine arts, the social/behavioral sciences, and natural sciences/mathematics (BoR Minutes, 1989-90, pp. 368-369).
2. Students shall fulfill the legislative degree requirements but do not have to fulfill the Regents' Test requirements (BoR Minutes, 1989-90, pp. 368-369).
3. Institutions may increase or supplement these minimum requirements (BoR Minutes, 1989-90, pp. 368-369).
4. The A.A.S. degree may designate a specific area of study (e.g., A.A.S. in Criminal Justice) or a broad field of study with or without the designation of a specific area (e.g., A.A.S. in Business, A.A.S. in Business: Accounting Option) (BoR Minutes, 1989-90, pp. 368-369).
5. The A.A.S. degree offered on a cooperative basis with Technical College System of Georgia colleges may be awarded only in Business, Health, Services, and Technology. Specific areas of study may be designated as options (BoR Minutes, 1989-90, p. 370).
6. The A.S. in allied health areas shall include a designation of the specific area of study (e.g., A.S. in Nursing, A.S. in Respiratory Therapy) (BoR Minutes, 1986-87, pp. 370-371).
7. Including the technical component, all cooperative A.A.S. degrees shall include the equivalent of at least four (4) full-time USG semesters of study (BoR Minutes, 1989-90, p. 370).



8. Cooperative A.A.S. degree diplomas shall include the following wording: **(USG institution) in cooperation with (Technical College System of Georgia college)...** (BoR Minutes, 1989-90, p. 370).
9. Absent the approval of the USG chief academic officer, no A.A.S. degree program shall exceed seventy (70) semester credit hours, exclusive of physical education activity/basic health or orientation course hours that the institution may require (BoR Minutes, December, 1995, p. 47).

### **PROPOSED POLICY:**

#### **3.3.6 Associate Degrees**

##### **3.3.6.1 Transfer Degrees**

~~All A.A. and A.S. degrees shall be transfer degrees leading to the baccalaureate degree, with the area of study determining which degree is awarded. Other than the distinction between the A.A. and A.S. designation, these degrees carry no indication of the student's area of study (major).~~

**Associate of arts (AA) and associate of science (AS) degrees are primarily intended to be transfer degrees leading to the baccalaureate degree, although some provide students with a recognized two-year degree credential and employment opportunities upon graduation. All AA and AS degrees shall consist of 60 semester credit hours; 42 hours of the required core curriculum coursework in Board Policy 3.3.3.1, 18 hours of lower division requirements related to a bachelor's degree field of study (Area F), and do not include institutional requirements in physical education/activity/basic health/orientation/or pre-secondary education courses. Associate degrees beyond 60 credit hours require the approval of the USG Chief Academic Officer.**

**To facilitate transfer from associate degree-granting USG institutions to baccalaureate degree-granting USG institutions, if the degree program is in a disciplinary area that has an existing USG Regents' Academic Advisory Committee, then the 18 hours in Area F must adhere to the Area F curriculum guidelines approved by the appropriate Regents' Academic Committee (see the Academic & Student Affairs Handbook for approved Area F requirements). If the degree program is in a disciplinary area that does not have an existing USG Academic Committee and corresponding Area F curriculum guidelines, then the 18 hours of Area F for the program should align appropriately with related bachelor's degrees in the field.**

**In some associate degree programs, the required 18 hours in Area F are sufficiently coherent enough to be considered a major field of study at the associate level (i.e., 12 to 18 hours). These types of associate degrees are referred to as AA or AS degrees with a major in the appropriate disciplinary field. Associate degrees with a major field of study are subject to USG policies on comprehensive program review and all relevant SACSCOC standards for a distinct program of study. Distinct transfer associate-level degree programs of study must have appropriate student learning outcomes, must be assessed, must demonstrate continuous improvement based on assessment results, and may be advertised as available programs of study at the institution.**

**Other associate degrees allow greater flexibility in the Area F requirements and the required coursework is not coherent enough to be considered a major at the associate level. These latter associate degrees are not considered distinct programs of study and are referred to only as AA or AS, core curriculum degrees. AA or AS core curriculum degrees carry no disciplinary distinction in their name and are not considered distinct programs of study. See the Academic and Student Affairs Handbook for additional guidelines on transfer associate degrees.**

~~Absent the approval of the USG chief academic officer, no A.A. or A.S. degree program shall exceed sixty (60) semester credit hours, exclusive of physical education activity/basic health, orientation, or pre-secondary education course hours that the institution may require (BoR Minutes, 1986-87, p. 370; December 1995; February 2005).~~

### **3.3.6.2 Career Degrees**

Career degrees include the Associate of Applied Science (A.A.S.) and Associate of Science in allied health areas (A.S. in designated **health** fields).

~~Career degrees may be awarded for the completion of two-year collegiate programs~~ **are not intended for transfer and are primarily** designed to prepare students for immediate employment upon graduation. **AAS degrees are generally awarded through successful completion of a planned program of study at Technical College System of Georgia institutions (see BOR Policy 3.3.5.1 for additional information on AAS degree offerings at USG institutions). Career associate degrees may designate a specific disciplinary area of study (e.g., AAS in Criminal Justice or AS in Nursing) and are considered distinct programs of study. Career associate degrees are subject to USG policies on comprehensive program review and all relevant SACSCOC standards for a distinct program of study. Career associate-level degree programs of study must have appropriate student learning outcomes, must be assessed, must demonstrate continuous improvement based on assessment results, and may be advertised as available programs of study at the institution.**

~~Selected courses included in these programs may be used for transfer credit. The following are the minimum requirements for career degrees:~~

- ~~1. Programs shall include a minimum of twenty-one (21) semester credit hours of general education. This coursework must include components designed to develop oral and written communication, reading computational skills, fundamental mathematics skills and the basic use of computers. At least one (1) course from each of the following areas is required: the humanities/fine arts, the social/behavioral sciences, and natural sciences/mathematics (BoR Minutes, 1989-90, pp. 368-369).~~
- ~~2. Students shall fulfill the legislative degree requirements but do not have to fulfill the Regents' Test requirements (BoR Minutes, 1989-90, pp. 368-369).~~
- ~~3. Institutions may increase or supplement these minimum requirements (BoR Minutes, 1989-90, pp. 368-369).~~

- ~~4. The A.A.S. degree may designate a specific area of study (e.g., A.A.S. in Criminal Justice) or a broad field of study with or without the designation of a specific area (e.g., A.A.S. in Business, A.A.S. in Business: Accounting Option) (BoR Minutes, 1989-90, pp. 368-369).~~
- ~~5. The A.A.S. degree offered on a cooperative basis with Technical College System of Georgia colleges may be awarded only in Business, Health, Services, and Technology. Specific areas of study may be designated as options (BoR Minutes, 1989-90, p. 370).~~
- ~~6. The A.S. in allied health areas shall include a designation of the specific area of study (e.g., A.S. in Nursing, A.S. in Respiratory Therapy) (BoR Minutes, 1986-87, pp. 370-371).~~
- ~~7. Including the technical component, all cooperative A.A.S. degrees shall include the equivalent of at least four (4) full-time USG semesters of study (BoR Minutes, 1989-90, p. 370).~~
- ~~8. Cooperative A.A.S. degree diplomas shall include the following wording: **(USG institution) in cooperation with (Technical College System of Georgia college)...** (BoR Minutes, 1989-90, p. 370).~~
- ~~9. Absent the approval of the USG chief academic officer, no A.A.S. degree program shall exceed seventy (70) semester credit hours, exclusive of physical education activity/basic health or orientation course hours that the institution may require (BoR Minutes, December, 1995, p. 47).~~