

**WV Council for Community and Technical College Education  
Meeting of April 24, 2014**

**ITEM:** Final Approval of Series 19, *Guidelines for the Offering of Early Enrollment Courses for High School Students*

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved, that the West Virginia Council for Community and Technical College approves Series 19, Guidelines for the Offering of Early Enrollment Courses for High School Students, as revised, for final filing with the Secretary of State.*

**STAFF MEMBER:** Kathy Butler

**BACKGROUND:**

Series 19, Guidelines for the Offering of Early Enrollment Courses for High School Students, is the Council's long-standing rule for setting forth principles and policy for West Virginia community and technical colleges to offer college credit courses for qualified students in West Virginia high schools. This rule is designed to make college credit (early enrollment) opportunities available for qualified high school students.

The revised policy proposal was approved by the Council for Community and Technical College Education on January 20, 2014 for filing with the Secretary of State for a thirty-day public comment period. Staff received written comments from six sources suggesting minor changes. When possible, modifications have been included in the final document:

**Comment:** "Under Section 6.2, could we add "or designee" to the required approval of the high school principal? At some schools, there are many applications and the principal turns the admission authorization of students over to the Guidance Office, School Counselor or Assistant Principal who signs on behalf of the principal."

**Response:** *Section 6.2 has been modified to add "or designee" to the required approval of high school principal.*

**Comment:** "I am in favor of making college courses more accessible to high school students...I would like to see consideration of fees lowered or done away with..."

**Response:** *The minimum cost per credit hour has been drastically reduced to an affordable \$25.00 per credit hour. These changes appear in Section 7.2.*

**Comment:** “Students are far less likely to take a class seriously when the student does not have investment in the class, resulting in lower grades on permanent transcripts.”

**Response:** *The cost per credit hour has not been eliminated. However the cost per credit hour has been drastically reduced to an affordable \$25.00 per credit hour. These changes appear in Section 7.2.*

**Comment:** “I am strongly in favor of this proposed change. Even with the current discounted rate, the cost of college courses is still beyond the means of many families in West Virginia....”

**Response:** *The minimum cost per credit hour has been drastically reduced to an affordable \$25.00 per credit hour. These changes appear in Section 7.2.*

**Comment:** “Allowing community colleges to have...the ability to use tuition waivers will encourage the pursuit of post-secondary education for less advantaged students that otherwise would not consider it due to cost.”

**Response:** *With the proposed revisions, the cost will remain low for the tuition-paying student. Additionally, the institution may choose to apply institutional tuition waivers to supplement the cost of the early entrance course. These revisions are found in section 7.2.*

**Comment:** “There is no funding to support the issuance of waivers by community colleges, therefore this amendment will place added financial burden on the community colleges.”

**Response:** *The tuition rate modification which adjusts the student credit hour cost from a formula-driven tuition rate to a minimum cost of \$25.00 per credit hour is intended to keep the cost low for the tuition-paying student as well as for the institution which chooses to apply institutional tuition waivers to supplement the cost of the early entrance course. These revisions are found in section 7.2.*

**Comment:** “I strongly urge you to postpone final approval of the revised CTC version of Series 19 pending the outcome of a joint HEPC-CTC effort to develop a Series 19 document applicable equally to HEPC and CTC institutions of higher education....[this will] avoid the potential negative aspects of the current process. While unintended, these negative aspects include: A perceived inability of the HEPC and CTC systems to sustain a shared response to common issues. A further unnecessary point of contention between institutions offering two-year and four-year degree programs...”

**Response:** *Staff have worked with the Higher Education Policy Commission to revise HEPC Series 19, Guidelines for the Offering of Early Enrollment Courses for High School Students, to mirror the policy revision proposed for Council adoption. The revised HEPC policy is on the Higher Education Policy*

*Commission April 25, 2014 meeting agenda for approval.*

**Comment:** “I’m worried about the rigor of such coursework....This will result in the student having minimal involvement with the college but yet earning a degree from the college... I’m curious as to how well such ‘gift’ courses will transfer from institution to institution....”

**Response:** *No change has been made.*

Staff recommends that the final draft be approved as presented.