

**WEST VIRGINIA
SECRETARY OF STATE
BETTY IRELAND
ADMINISTRATIVE LAW DIVISION**

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FILED

2005 DEC 13 P 4: 23

Form #5

~~OFFICE WEST VIRGINIA
SECRETARY OF STATE~~

**NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW**

AGENCY: WV Council for Community & Technical College Education TITLE NUMBER: 135

CITE AUTHORITY: 18B-1B-1-1A; 18B-2B-6

RULE TYPE: PROCEDURAL X INTERPRETIVE _____

EXEMPT LEGISLATIVE RULE _____

CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

AMENDMENT TO AN EXISTING RULE: YES X NO _____


IF YES, SERIES NUMBER OF RULE BEING AMENDED: 22

TITLE OF RULE BEING AMENDED: Grade Point Average for Associate and Baccalaureate
Degrees

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE
EFFECTIVE DATE OF THIS RULE IS January 12, 2006


Authorized Signature

#4.40

Dr. Stotler reviewed history of the program review process and the criteria for programs that are recommended for continuation and discontinuance.

Mr. Panza moved adoption of the following:

RESOLVED: That the WV Council for Community and Technical College Education receives the report on the summary of academic program review actions taken by WV Community and Technical Colleges for 2004-2005.

Ms. Scott seconded the motion. Motion carried.

C. Series 18, Assignment of Academic Credit and Financing Noncredit Instruction

Ms. Scott moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves Series 18, Assignment of Academic Credit and Financing Noncredit College Instruction, for submission to the Secretary of State's Office for a thirty-day comment period and that if no substantive comments are received, the Council extends its final approval.

Mr. Panza seconded the motion. Motion carried.

D. Approval of Series 22, Grade Point Average for Certificate and Associate Degrees

Mr. Cole moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves Series 22, Grade Point Average for Certificate and Associate Degrees, for submission to the Secretary of State's Office for a thirty-day comment period and that if no substantive changes are received, the Council extends its final approval.

Mr. Smith seconded the motion. Motion carried.

E. Amendment of Series 35, Correspondence, Business, Occupational and Trade Schools

Mr. Panza moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the amendments to Series 35, Correspondence, Business, Occupational and Trade Schools for submission to the Secretary of State's Office

for a thirty-day comment period and that if no substantive comments are received, the Council extends its final approval for submission to the Legislative Oversight Commission on Education Accountability (LOCEA).

Mr. Cavendish seconded the motion. Motion carried.

F. Report on College Courses for High School Students

Dr. Stotler provided comparative information on college courses for high school students. Mr. Panza requested a definition for Advanced Placement, Dual Credit and Earn a Degree-Graduate Early. Chairman Robinson stated that Dr. Flack and Dr. Stotler are working with institutions to ensure compliance to the policy. Mr. Cavendish suggested that Council read the outcome of the work done by Dr. Hopkins entitled, "Vision for Student Success – High Schools for West Virginia's Future Taskforce Report – August 2005." Mr. Barton was asked to provide the number of students that are being reached and the institution serving them.

5. Finance and Facilities

A. Chargeback Update on WV State Community and Technical College and West Virginia State University

Pat Hunt defined the chargeback agreement and reported on the investigative study between WV State University and WV State Community and Technical College. The report will be available as soon as it is finalized.

B. Community and Technical College Finance Study Report

Chancellor Skidmore presented the recommendations of the Council Ad Hoc Finance Committee. Chairman Robinson wants to put institutions in categories for delivering high costs programs. Chairman Robinson asked presidents if they were having trouble with the match on HB 3009. They answered, yes. The full report will be brought to the Council.

6. General

A. Series 4, Rules and Administrative Procedures

Vice Chancellor Taylor presented this item.

Ms. Scott moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves revisions to Series 4, Rules and Administrative Procedures, for submission to the Secretary of State's Office for a thirty-day comment period and that if no substantive comments are received, the Council extends its final approval of the rule.

Mr. Panza seconded the motion. Motion carried.

B. Proposed Legislative Rule, WV Higher Education Grant Program

Vice Chancellor Taylor presented the information item.

8. Informational Items

A. Poll Worker Initiative

This initiative with the Secretary of State's Office was presented.

B. Committee Appointments

Mr. Panza and Mr. Cuomo will serve on the Academic Committee and Mr. Smith will serve on the Finance Committee.

C. Financial Aid Overview

Mr. Barton presented the agenda materials.

D. 2005 Compact Submission Process

Chancellor Skidmore presented the process to be utilized for the 2005 institutional compact revisions and evaluations.

9. Appointment of Institutional Board of Advisors

Mr. Cole moved the following:

RESOLVED: That the Institutional Board of Advisors recommendations for the Community and Technical College at WVU-Tech and Marshall Community and Technical College be approved.

Mr. Cavendish seconded the motion. Motion carried.

10. Other Action

Chairman Robinson suggested that Council act upon the recommendation included in the Executive Session.

Ms. Scott moved the following:

RESOLVED: That the salary increase be granted for the president of Southern WV Community and Technical College as requested by the Institutional Board of Governors.


Mr. Cole seconded the motion. Motion carried.

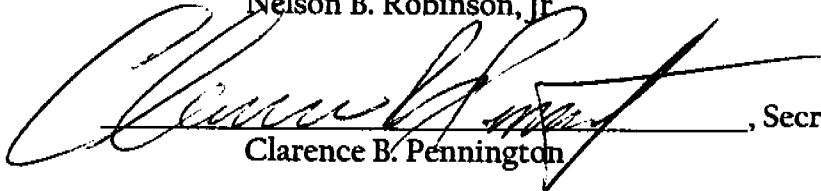
11. Next Meeting

The next meeting will be held at 9:30 a.m. on December 8, 2005, at the India Center. There will be a joint meeting with the Higher Education Policy Commission at 1:30 p.m. at the same location.

12. Adjournment

There being no further business the meeting was properly adjourned.


_____, Chairman
Nelson B. Robinson, Jr.


_____, Secretary
Clarence B. Pennington

MINUTES

WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

October 27, 2005

A meeting of the West Virginia Council for Community and Technical College Education was held on October 27, 2005, beginning at 9:50 A.M. at the India Center, South Charleston, West Virginia. Present at the meeting were Council members: Judi Almond, Stan Cavendish, James Cole, Jason Cuomo, John Panza, Ronald Radcliff, Nelson Robinson, Ruth Thompson Scott and Greg Smith. Council members not attending were Robert Brown, Mary Clare Eros, Clarence Pennington and Stanley Hopkins. Chancellor James Skidmore, Presidents, Advisory Council members and staff were present.

1. Call to Order - Chairman Robinson called the meeting to order. A roll call was made and a quorum was present.
2. Oath of Office - Mr. John Panza, Mr. Greg Smith and Mr. Jason Cuomo were administered the oath of office. Their appointments were effective September 20, 2005.
3. Minutes

Ms. Scott moved adoption of the following:

RESOLVED: That the minutes of September 15, 2005, be approved as presented.

Mr. Cavendish seconded the motion. Motion carried.

4. Academic

- A. Faculty Instructional Load Policy

Dr. Stotler presented the Faculty Instructional Load Policy for Fairmont State Community and Technical College.

Ms. Almond moved the adoption of the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the Faculty Instructional Workload Policy at Fairmont State Community and Technical College.

Mr. Smith seconded the motion. Motion carried.

- B. Report on Institutional Program Reviews for 2004-05

**TITLE 135
PROCEDURAL RULE
WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION
SERIES 22**

FILED

2005 DEC 13 P 4:24

GRADE POINT AVERAGE for CERTIFICATE AND ASSOCIATE DEGREES

OFFICE WEST VIRGINIA
SECRETARY OF STATE

1. GENERAL

- 1.1 Scope - Rule regarding grade-point average required for certificate and associate degrees.
- 1.2 Authority - West Virginia Code §18B-1-1A; 18B-2B-6.
- 1.3 Filing Date – December 13, 2005
- 1.4 Effective Date – January 12, 2006

2. GRADE-POINT AVERAGE REQUIRED for GRADUATION

- 2.1 Quality points are based on the following point values for each semester hour of credit: "A" - 4, "B" - 3; "C" - 2; "D" - 1 and "F" - 0. The grade point average to be computed for graduation purposes (not necessarily each semester) shall be based upon all work for which the student has registered with the following exceptions:
 - 2.1.1 Courses with grades of "W" and "WP".
 - 2.1.2 Courses in remedial and/or developmental education.
 - 2.1.3 Courses taken on a credit/no credit, pass/fail or satisfactory/unsatisfactory basis where a passing grade is earned.
 - 2.1.4 Courses taken on an audit basis.
 - 2.1.5 Courses which have been repeated under the "D/F Repeat Provisions" of this policy.
 - 2.1.6 Courses which are covered under the "Discretionary Academic Forgiveness Provisions" of this policy.

3. D and F REPEAT PROVISIONS

- 3.1 If a student earns a grade of "D" or "F" (including failures due to regular and/or irregular withdrawal) on any course taken no later than the semester or summer term during which the student attempts the sixtieth semester hour, and if that student repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his/her grade point average. The original grade shall not be deleted from the student's record.

4. ACADEMIC FORGIVENESS PROVISIONS

- 4.1 For purposes of grade-point average required for graduation, public community and technical colleges shall establish academic forgiveness in addition to the "D/F" repeat provisions. Institutionally established provisions must be consistent with this rule and accommodate the following minimal conditions:
- 4.1.1 Students must not have been enrolled in college on a full-time basis during any semester or term in the last four consecutive years.
 - 4.1.2 Only grades for courses taken at least four years prior to the request for academic forgiveness may be disregarded for grade-point average computation.
 - 4.1.3 In cases where grades may be disregarded for grade-point average computation, these grades shall not be deleted from the student's permanent record.
 - 4.1.4 In instances where students request and gain academic forgiveness from one college and then transfer to another institution, the receiving institution is not bound by the prior institution's decision to disregard grades for grade-point average computation.
- 4.2 The provisions included herein shall be considered as minimum standards for extending academic forgiveness provisions. Consistent with institutional policies and mission, individual colleges may impose more stringent provisions in the area of disregarding prior grades for grade-point average computation for graduation.
- 4.3 Institutional policies regarding academic forgiveness for grade-point average computation shall be stated in the institutional catalog. In addition to providing information on the manner in which such provisions may be applied at that institution, the catalog and/or such other publications as are appropriate shall inform students that academic forgiveness extended by one institution may or may not be recognized by other institutions in which the student may transfer.

5. APPLICATION ONLY to GRADUATION REQUIREMENTS

- 5.1 Institutional officials shall make clear to students the fact that this regulation pertains only to graduation requirements and not to such requirements for professional certification which may be within the province of licensure boards, external agencies, or the West Virginia Board of Education.



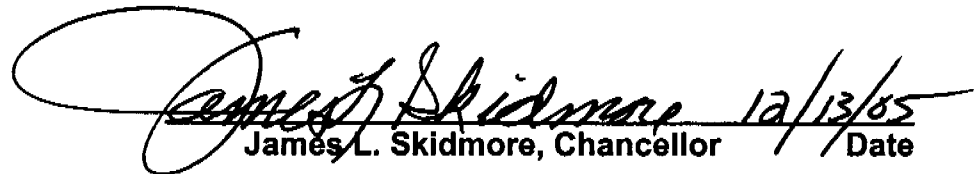
WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

Nelson B. Robinson Jr., Chair • James L. Skidmore, Chancellor

**Title 135
Series 22**

Grade Point Average for Associate and Baccalaureate Degrees

The established comment period for the proposed rule began on November 7, 2005, and ended on December 7, 2005. Interested groups were notified and no comments were received.


James L. Skidmore, Chancellor 12/13/05
Date

Brenda Smith

From: Brenda Smith
Sent: Monday, November 07, 2005 10:29 AM
To: 'Angie Wolford'; 'Bobbi Dodd'; 'Carma McKerny'; 'Debbie Richards'; 'Ellyn Alt'; 'Emma Baisden'; 'Linda Dudash'; 'Martin Olshinsky'; 'Nancy Giacomo'; 'Pat Swamm'; 'Patsy Bee'; Presidents (2-Year); 'Stephanie Neal'
Cc: Janene Seacrist; Jim Skidmore
Subject: Rules Filed for 30 Day Comment Period
Attachments: Series 4 Proposed Rule on Rules.doc; Series 18 Academic Credit Financing Noncredit CTC.doc; Series 20 CTCE NEW.wpd; Series 22 GPA CTC.doc; Series 35 Rule REVISED.doc

The attached Rules will be filed today for a thirty-day comment period that will end on December 7, 2005.

Brenda Smith

From: Brenda Smith
Sent: Tuesday, November 08, 2005 2:41 PM
To: 'sshurbut@shepherd.edu'; 'Lovett, Leslie'; 'rwycherley@northern.wvnet.edu'
Cc: Janene Seacrist; Jim Skidmore; Casey Neehouse; June Walker
Subject: Rules Filed for 30-Day Comment Period

Constituent Groups,

The WV Council for Community and Technical College Education filed five Rules for a 30-day comment period. The ending comment date is December 7, 2005. The Rules should appear on the CTC website soon. www.wvctcs.org/polprod.asp

If you have questions, please contact James L. Skidmore, Chancellor. 558-0265

Brenda

Brenda Smith

From: Brenda Smith
Sent: Tuesday, November 08, 2005 10:56 AM
To: Casey Neehouse; Justin Leadmon
Cc: June Walker
Subject: FW: Rules Filed for 30 Day Comment Period
Attachments: Series 4 Proposed Rule on Rules.doc; Series 18 Academic Credit Financing Noncredit CTC.doc; Series 20 CTCE NEW.wpd; Series 22 GPA CTC.doc; Series 35 Rule REVISED.doc

Per June's request.

From: Brenda Smith
Sent: Tuesday, November 08, 2005 10:29 AM
To: June Walker
Subject: FW: Rules Filed for 30 Day Comment Period

Rules for the Web site.

From: Brenda Smith
Sent: Monday, November 07, 2005 10:29 AM
To: 'Angie Wolford'; 'Bobbi Dodd'; 'Carma McKemy'; 'Debbie Richards'; 'Ellyn Alt'; 'Emma Baisden'; 'Linda Dudash'; 'Martin Olshinsky'; 'Nancy Giacomo'; 'Pat Swamm'; 'Patsy Bee'; Presidents (2-Year); 'Stephanie Neal'
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