

Draft 9/14/09

MEMORANDUM OF AGREEMENT

Transfer of General Education Core Requirements

The University of Hawai‘i (UH), as a comprehensive state-wide system, offers instruction in a wide variety of programs located at campuses throughout the state of Hawai‘i. It is committed to functioning effectively as a system, which requires facilitating the informed and transparent transfer of students who move among the campuses, colleges or schools of UH campuses. According to Board of Regents (BOR) policy, the transfer experience should be as simple and predictable as possible (BOR Policy Chapter 5, Section 5-13 and Executive Policy E5.209).

This MOA further clarifies E5.209 (<http://www.hawaii.edu/apis/ep/e5/e5209.pdf>) which states the completion of an Associate of Arts degree from a UH Community College with a cumulative GPR of 2.0 or higher admits students to UH Mānoa, UH Hilo and UHWO but not necessarily into the program of the student’s choice. A UH Associate of Arts degree is accepted as fulfilling lower division general education core (foundations/basic and diversification/area) requirements at all UH baccalaureate degree-granting institution.

Each campus requires general core requirements to earn an Associate of Arts or Bachelor’s degree. General education core requirements include foundations/basic and diversification/area requirements

The following outlines the transfer of general education core requirements within the University of Hawai‘i System. It is based on the principle of mutual respect and trust of faculty who collaboratively developed general education core requirements for their own campus.

Core Requirements

1. Students who have completed the general education core requirements at one UH campus have satisfied the general education core requirements at any UH campus. Upon transfer, the core requirements are not subject to course-by-course review. Students must satisfy the degree requirements of the campus from which they wish to graduate.

This agreement amends Executive Policy E5.209 Section IV. B. 3. which states,

“Students who transfer from one UH campus to another must satisfy the general education requirements of the campus from which they wish to graduate. The requirements that apply shall be those in force at the time the student entered the UH system, provided that the student has maintained continuous enrollment since that time and does not elect to graduate under requirements adopted more recently by the campus

The above statement will now apply to students who transfer from one UH campus to another UH campus without an AA degree or completion of core GE requirements at the sending campus.

Foundation/Basic Requirements

2. Students who have completed the general education foundations/basic requirement at one UH campus have satisfied the general education foundations/basic requirement at any UH campus. Upon transfer, the core requirements are not subject to course-by-course review. Students must satisfy the program, degree and graduation requirements of the campus from which they wish to graduate.

Diversification/Area Requirements

3. University of Hawai'i courses with diversification/area or equivalent designations that transfer to another UH campus are accepted with the sending campus' designation. Across the ten campuses, the diversification or area designations are sufficiently consistent in content and disciplinary category that they may be deemed equivalent. All campuses approve the designations of their courses and complete a review process at least every five years

This agreement is in effect of five years until XXXX and subject to review in XXXX.

Signed by
Faculty Senate Chairs
VCAAs/DOI
Chancellors of each UH campus.

Requesting **campus** Faculty Senates endorsement of the above MOA.

Communication and Coordination

E5.209 states:

..... coordination and communication regarding curriculum changes must be undertaken to ensure no inter-campus conflicts are created via inconsistencies in course numbering systems.

Proposed changes in general education or degree requirements and other academic policies at one campus, college or program which affect students transferring from other UH campuses must involve **prior** consultation with faculty and administrators affected by the changes. Consultation implies timely and active discussion with all affected parties **prior** to a final decision on the proposed change. Campuses implementing curricular changes must notify other UH campuses when the changes are approved. There must be at least **one full academic year** between notification and implementation of the approved change to allow other campuses to initiate appropriate curricular changes.

Request the Faculty Senates to develop an implementation plan to ensure cross campus faculty to faculty consultation regarding curricular changes that impact transfer students.