

Change to Senate Rules Section 5
(Addition of Duplicate Credit Rule)

5.3.1.1 Repeat Option

5.3.1.2 Duplicate Credit

A student may earn credit for a course only once unless the course is designated as repeatable. A student who has duplicate credit for the same course will be awarded earned credit hours only for the first time the course is successfully completed during the student's academic career, regardless of the source (e.g. transfer, A.P., etc.).

Course work that is deemed duplicate credit will be counted in the computation of the grade point average if applicable as many times as passing grades for that course are recorded unless a repeat option is requested by the student. The Dean of a student's college may elect to count the quality points of subsequent attempts for admission and/or graduation purposes.

5.3.1.~~32~~ Academic Probation Policies

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5.3.1.~~43~~ Academic Suspension Policies

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5.3.1.~~54~~ Reinstatement

....

5.3.1.~~65~~ Readmission After Two or More Years (Academic Bankruptcy)

....

5.3.1.~~76~~ Suspended Students Transferring between Colleges and Programs

....

Revised policy on duplicate credit (fwd)_Sugg Apprvd. txt
From: Ken Calvert [calvert@netlab.uky.edu]
Sent: Thursday, February 15, 2007 9:53 AM
To: Brothers, Sheila C
Cc: Shanks, Mike
Subject: Revised policy on duplicate credit (fwd)

Hi Sheila,

After discussion with Mike Shanks on the wording of the proposed duplicate credit policy (approved by the A&S committee subject to friendly amendments to clarify; see my message of 31 January), he concluded it would be better to modify the proposal slightly (see the message below for details). The Admissions and Academic Standards committee has voted 6-0 in favor of approval of the revised policy.

What I don't know is where this goes now. Accompanying documents for this agenda item say that the original proposal had been approved by the Undergrad Council and the HCCC before it got to us. I will let you decide whether they need to approve the revised policy.

[In looking at this, I note that the revised policy still does not include the statement, requested by Dean Blackwell, that it applies to undergraduate students only.]

Call me if you have any questions.

Cheers,

KC

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Ken Calvert, Associate Professor Lab for Advanced Networking
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----- Forwarded message -----

Date: Mon, 12 Feb 2007 11:29:48 -0500 (EST)
From: Ken Calvert <calvert@netlab.uky.edu>
To: Admissions and Academic Standards Committee <arpuli@email.uky.edu>,
csblan00@email.uky.edu, mark.coyne@uky.edu, piaski@email.uky.edu,
raphael@cs.uky.edu, scsege0@uky.edu
Subject: E-vote: Revised policy on duplicate credit

Colleagues:

I corresponded with Mike Shanks of the A&S Advising center suggesting some wording changes to clarify the duplicate credit policy.

In the course of that discussion, he decided it would be better to remove the "take the instance with the most hours" clause from the policy altogether, to clarify and simplify it. The revised policy is below.

According to my understanding, the only change in semantics is in the case where a student has duplicate credit among AP, IB, special exams, or transfer credit. For example, if a student transferred to UK in Fall 2006 with an AP exam worth 3 hours taken in Feb 2004 and a 4-hour course at WKU taken in Spring 2005, under the old rule the student would get 4 hours, under the new the student would only receive the 3 hours of the AP exam (because it was taken

Revised policy on duplicate credit (fwd)_Sugg Apprvd.txt
first). [Mike is bcc'd on this message and I trust he'll correct me if I've got this wrong in any way.]

It seems that these are "corner cases" that are likely to be dealt with by hand anyway.

To avoid meeting again, please reply to this message (please copy all recipients for accountability reasons) and let me know "Aye" (you support the proposed policy as modified) or "Nay" (you don't support). If you vote Nay, please include a reason. I'll send my vote after I've heard from a quorum.

[Revised] Policy on Duplicate credit:

"A student may earn credit for a course only once unless the course is designated as repeatable. A student who has duplicate credit for the same course will be awarded earned credit hours only for the first time the course is successfully completed during the student's academic career, regardless of the source [e.g. transfer, A.P., etc.]"

Thanks for your consideration.

Ken Calvert

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DEC 19 2006

OFFICE OF THE
SENATE COUNCIL

April 11, 2006

MEMORANDUM

TO: Nancy Clauter, Chair
Admissions and Academic Standards

FROM: Mike Shanks
Academic Advising Network

RE: Request for addition to Senate Rules concerning Duplicate Credit

The Academic Advising Network submits the following recommendation for an addition to the University Senate rules. We request the rule to follow SR 5.3.1.1 which states the Repeat Option policy as these issues are closely related.

Duplicate Credit

A student may earn credit for a course only once unless the course is designated as repeatable. A student who has duplicate credit for the same course from different sources will earn credit for the course once. If duplicate credit exists among special exams, AP or IB credit, or transfer credit then the exam or credit yielding the most earned hours will be awarded.

Course work that is deemed duplicate credit will be counted in the computation of the grade point average if applicable as many times as passing grades for that course are recorded unless a repeat option is requested by the student. Earned credit hours will only be awarded the first time a course is successfully completed. The Dean of a student's college may elect to count the quality points of subsequent attempts for admission and/or graduation purposes.

Rationale:

- 1.) This will allow the University of Kentucky to have a consistent policy on the matter. Currently, each college determines how duplicate credit will apply toward a student's degree. However, there is no statement to be found in the University Bulletin stating any college's policy on duplicate credit.
- 2.) This will allow more efficient use of University resources. In October of 2006, a new computer system will be introduced. This opens the door for the policy to be implemented and computerized so that the manual processes can be eliminated. Currently, each college notifies the Registrar's office of any duplicate credit on a student's record. In turn the staff in the Registrars office manually removes the duplicate credit hours from the student's record.
- 3.) Moving to a campus-wide policy on duplicate credit will align us with most of our benchmarks. All of our benchmarks have a statement for their students on how duplicate credit is treated. Approximately 60% have a computerized system that will automatically remove duplicate credit thus saving the university time, money and resources.

We would like to have this approved as soon as possible for implementation when the new computer system (SAP) goes live in October 2006.

Brothers, Sheila C

From: Blackwell, Jeannine
Sent: Tuesday, January 09, 2007 11:54 AM
To: Brothers, Sheila C
Subject: RE: Proposal Regarding Duplicate Credit

Thanks, Sheila.

This policy proposal should state that it applies to undergraduate studies only. We already have rules on accepting transfer credits for graduate students.

Dr. Jeannine Blackwell, Dean

The Graduate School

University of Kentucky, Lexington, KY 40506-0033

859-257-1759

email: blackwell@uky.edu

website: www.gradschool.uky.edu

From: Brothers, Sheila C
Sent: Tuesday, January 09, 2007 11:20 AM
To: Blackwell, Jeannine
Cc: Price, Cleo; Nikou, Roshan ; Shanks, Mike
Subject: Proposal Regarding Duplicate Credit

Good morning, Dean Blackwell! I am writing in regards to a proposal regarding duplicate credit (attached) that has already been reviewed by the HCCC and the UC.

The language in the proposal does not specifically limit the proposal as applying to only undergraduate courses. I would imagine the Graduate Council will either review this proposal or state that duplicate credit is not applicable to graduate level courses.

Please let me know what you decide – if the GC does not review this, it can go to committee this week.

Best regards,
Sheila

Sheila Brothers
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<http://www.uky.edu/USC/New>

Brothers, Sheila C

From: Lindsay, Jim D.
Sent: Friday, May 19, 2006 1:59 PM
To: Kraemer, Philipp; Gill, Sharon
Cc: Watt, David; Brothers, Sheila C; Shanks, Mike; Butler, Karen M
Subject: HCCC Transmittal - Senate Rule Amendment "Duplicate Credit"
Attachments: Duplicate Credit_Complete.pdf

May 19th, 2006

T R A N S M I T T A L

TO: Phil Kraemer and Sharon Gil
Undergraduate Council

FROM: Jim Lindsay
Health Care Colleges Council

At its meeting on May 16th, 2006, the Health Care Colleges Council approved and recommends approval of the following by the Undergraduate Council:

Academic Advising Network

Senate Rule Amendment "Duplicate Credit"

Attached are the materials to implement these requested actions.

/jl

attachments

cc: Mike Shanks
Karen Butler
Dave Watt
Shelia Brothers

Jim Lindsay
Administrative Support
Office of the Associate Provost for Academic Affairs
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**Senate Transmittal
December 12, 2006**

Senate Rule Amendment regarding Duplicate Credit was endorsed by the Undergraduate Council.

Change in Definition of "Minor Change" Senate Rule 3.3.0-G 2. Undergraduate Council recommends approval with the exclusion of Part II, Sections D and E.

The following courses and/or proposals were recommended for approval by the Undergraduate Council:

Program Change Music History
Program Change Music Performance

SPA 315 Introduction to Hispanic Literature (new course)
SPA 480 Hispanic Kentucky (new course)

Program Change Chemistry/Biochemistry
CHE 554 Biological Chemistry Laboratory (new course)

Program Change Social Work
SW 435 Foundations of Professional Ethics in Social Work (new course)
SW 444 Educational Practicum I (course change)
SW 450 Research Methods in Social Work (course change)

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UNIVERSITY SENATE REVIEW AND CONSULTATION SUMMARY SHEET

Proposal Title: Duplicate Credit

Name/email/phone for proposal contact: *Mike Shanks jmschan2@email.uky.edu 257-6687*

Instruction: To facilitate the processing of this proposal please identify the groups or individuals reviewing the proposal, identify a contact person for each entry, provide the consequences of the review (specifically, approval, rejection, no decision and vote outcome, if any) and please attach a copy of any report or memorandum developed with comments on this proposal.

Reviewed by: (Chairs, Directors, Faculty Groups, Faculty Councils, Committees, etc)	Contact person Name (phone/email)	Consequences of Review:	Date of Proposal Review	Review Summary Attached? (yes or no)
Advising Network Members	Mike Shanks 257-6687 jmschan2@email.uky.edu	Approved	Comments due by March 30, 2006	Yes, email comments

Email Comments regarding the Duplicate Credit Proposal from Members of the Advising Network

March 22, 2006

To the UK Advising Network Membership:

On behalf of the Executive Committee of the UK Advising Network I am submitting this proposal for your review. As all of you know there is no written senate rule on how the university handles the issue of duplicate credit. The process to have duplicate credit removed is both cumbersome and time consuming. We want to propose changes to this process so that the new computer system (SAP) will be able to recognize duplicate credit and automatically remove it from the student's record. This will then allow us to eliminate the manual process we currently have in place.

Please review the attached proposal and let Mike Shanks know through email at jmshan2@email.uky.edu if you have any comments by Friday, March 30.

Mike Shanks
Assistant Director
College of Arts & Sciences Advising Center
259 Patterson Office Tower
University of Kentucky
(859) 257-8712
jmshan2@email.uky.edu
Fax: (859) 257-5459

March 22, 2006

Sounds sensible and rational to me.

Joanne Davis
Pre-Nursing Advisor
UK College of Nursing
315 Nursing Building
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859-323-6135
FAX 859-323-1057

March 22, 2005

looks good to me---well-written, and we sure do need a consistent policy IN THE BULLETIN.

Cathy S. Hunt
Director of Student Services
College of Comm. & Info. Studies
University of Kentucky
PH (859) 257-4839 FAX (859) 323-9879

March 23, 2006

Hi Mike,

I am all for having a proposal on duplicate credit. But I do not like the way the proposal is worded because I am afraid that once this becomes a rule, the Registrar will no longer let us take out courses that we do not want to show in our English Premajor area. This would hurt us and it would hurt other colleges that use the best grade.

I know that the programmers said they could maybe fix Apex to do something like that but currently our audit is suppose to display the highest grade in our premajor area and it does not. So until they can get that to work properly, we need another way of manipulating the audit so that we can have the best grade showing in the Eng/Pre area.

So I would not be for this proposal unless we would be assured by the Registrar's Office that we can continue to tell them to mark courses duplicate like we are doing now so that the course with the highest grade would be pulled into the audit.

Sandy Hupp

April 5, 2006

Mike,

I know this is late and it is okay, but just wanted to give you my .02. Thanks.

Duplicate Credit Comments:

I am in favor of a senate rule/policy, and timing is right for computerizing; however, I think the proposed rule sounds inconsistent (if it is more hours then count this but if less hours then count the other). Is there a real need to change the way we treat duplication of course work?

As the term duplication implies, the second attempt would cause the duplication, and should be the earned hours taken away (not the if/and scenario).

Since my come-upings has been in the Registrar's Office – I know there has been a standard for duplication of course work, which has been the second attempt treated as the duplication and those second attempt earned hours taken away.

Here in the College of Education, for purposes of student teaching eligibility and certification, we use "latest competency" to calculate a students gpa in major, minor, related studies. Even though the earned hours have been taken away from the second attempt, we still go with the last grade received in a course regardless of how the credit was received (special exam, AP, IB, transfer).

Rita M. Stevenson
Student Affairs Officer/Advisor
College of Education
166 Taylor Education Building
University of Kentucky

Sent to Mike Shanks on April 13, 2006

Jacque,

Below are the issues/questions/concerns that we came up with when reviewing the Duplicate Credit Senate Rule proposal.

1.)

APPLICATION OF DUPLICATE CREDIT TOWARDS DEGREE PROGRAM REQUIREMENTS.
How will duplicate credit apply towards requirements? I believe this issue should be addressed within the Duplicate Credit Senate Rule. Although it is not my decision to make, I still think that "All attempts" should be reflected in the various gpa's including premajor, core, major, pre-college, and anything else required for graduation. "All attempts" would be in contrast to "best grade, last attempt, and all other methods."

2.)

COUNTING OF QUALITY POINTS OF SUBSEQUENT ATTEMPTS.

The following statement from the proposal seems to steer away from the idea of duplicate credit.

"The Dean of a student's college may elect to count the quality points of subsequent attempts for admission and/or graduation purposes."

It sounds like the only gpa that they want to count is the first attempt only. However, the gpa from all attempts count except when violating the "A/B Rule" (SR 5.1.9.B). Shouldn't it remain this way so that it falls in line with the issue of duplicate credit where only the credit hours are removed from any subsequent attempt after the first attempt?

3.)

SPECIAL EXAM CREDIT(S).

We thought that all special exams, AP, IB, and any other special exam credit were going to be held under the same duplicate credit rule meaning first completed is what counts. For example, if a student received AP credit for MA 113, then they do not need to retake the course at UK resulting in duplicate credit.

4.)

TRANSFER EQUIVALENCY (-IES).

The logic of UK transfer course equivalencies is that the equivalency expresses that the course content of the transfer course is similar to the UK course. Therefore, since the UK department feels the transfer course's content is similar to the UK course, wouldn't this fall under "duplicate credit". If so, wouldn't the transfer course (with UK equivalency), if completed first, be considered the "first attempt"?

If this will not fall under the issue of "duplicate credit" because the dean's office being able to decide application of accepted transfer credit, then should a universal code or pseudo course be created for SIS & SAP, indicating that the equivalency is not being recognized or used by student's college resulting in the student having to retake the course at UK as if for first time?

5.)

PROCESSING OF OFFICAL CHANGES TO DUPLICATE CREDIT SENATE RULE.

Once this becomes a Senate Rule, should there be a central location processing any exceptions to this rule requiring official dean's office signatures permitting any changes?

6.)

SAP AUTOMATIC PROCESSING OF DUPLICATE CREDIT.

Once a Duplicate Credit Senate Rule has been approved and things can get started in programming this into SAP. Would it be possible to have something programmed into SAP preventing a student from registering into a non-repeatable course if they have already completed it?

Jason

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