

Teach-Out Plan¹

West Virginia University

Campus Transition—From Location in Montgomery, WV to Beckley, WV

¹ Revisions to Table 3 and ABET information on page 6 made 03 Dec 15 per email from Dean Zeljko Torbica on 03 Dec 15.

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Background

This teach-out plan addresses the move of programs from the university campus of West Virginia University (WVU) in Montgomery, WV, an additional location of WVU, to a new campus location in Beckley, WV. The Montgomery campus is the current location for delivery of a wide variety of programs from the Leonard C. Nelson College of Engineering & Sciences, the College of Business, Humanities and Social Sciences, and the Department of Nursing. Table 1 lists the WVU programs delivered on the Montgomery campus.

Table 1. List of WVU Tech and WVU Programs Delivered on the Montgomery Campus

College of Business, Humanities and Social Sciences		Leonard C. Nelson College of Engineering and Sciences	
<i>Department</i>	<i>Degree</i>	<i>Department</i>	<i>Degree</i>
Accounting	B.S.	Biology	B.S.
Athletic Coaching Education (ACE)	B.S.	Chemical Engineering **	B.S.Ch.E.
Aviation Management	B.S.	Chemistry	B.S.
Business Management	B.S.	Civil Engineering **	B.S.C.E.
Career Technical Education (CTED)	B.S.	Computer Engineering **	B.S.Cp.E.
Criminal Justice	B.S.	Computer Science **	B.S.
Forensic Investigation	B.S.	Electrical Engineering **	B.S.E.E.
Health Services Administration	B.S.	Electronic Engin. Technology **	B.S.E.E.T.
History and Government	B.A.	Engineering Technology **	B.S.E.T.
Interdisciplinary Studies	B.S. & B.A.	Civil	
Psychology	B.A.	Environmental	
Public Service Administration	B.S.	Mechanical	
Regents Bachelor of Arts (RBA)	B.A.	Industrial Technology	
Sport Management	B.S.	Information Systems	
Department of Nursing		Mathematics	B.S.
Nursing *	B.S.N.		

Specialized Accreditations

* Commission of Collegiate Nursing Education (CCNE) and the WV Board of Examiners for Registered Nurses.

** ABET

The Montgomery campus has deferred maintenance estimated to be in excess of \$100 M. In 2015 WVU was able to purchase the campus in Beckley, WV which was previously occupied by Mountain State University. On September 1, 2015 the WVU Board of Governors (BOG) unanimously approved the opening of the Beckley campus and offering of classes in Beckley beginning in Fall 2016. The BOG further approved the closure of the Montgomery campus and the move of its educational opportunities to the Beckley campus. This move is to be completed with all classes being delivered in Beckley in Fall 2017. As of this writing, the teaching of existing courses at a new location awaits approval of the West Virginia Higher Educational Policy Commission (HEPC). The new campus is WVU, Beckley.

This teach-out plan addresses the equitable treatment of existing WVU students already enrolled in Montgomery. In addition, this plan confirms that students who are within 60 units of graduation at this time of writing will have full opportunity to complete their degrees on the Montgomery campus when a student takes a typical number of hours per semester. The plan also shows that the cohort of students enrolling at the Montgomery campus in Fall 2016 will enjoy educational continuity.

The teach-out plan resulted as a change in campus location rather than institutional closure. This makes the teach-out plan straightforward as no third parties will be employed to deliver classes. The teach-out will be delivered entirely by WVU. The cities of Montgomery and Beckley are in neighboring counties and are only 39 miles (two lane road) and 44 miles (majority interstate) apart by the two most practical road routes.

In this teach-out plan, the term “transfer” will be associated with the movement of students between WVU and another institution. The term “migrate” will be used to refer to students moving between the Beckley and Montgomery campuses.

Timetable for Change

Pending all approvals, the following timetable will govern the teach-out.

2016—Spring, Summer, and Fall, and 2017—Spring and Summer

All courses customarily offered on the Montgomery campus will continue to be offered. All students who elect to remain on the Montgomery campus will be provided with the same academic opportunity that would have been offered without the proposed move.

2016—Fall

The first classes will be offered on the Beckley campus. These courses will not represent requirements for all majors and will be oriented to providing freshmen education. The mix will include general education and first year classes, developmental class offerings, and limited second-semester and third-semester offerings to accommodate freshmen students with some advanced credits or transfer students with limited completed hours. These students will not be part of the teach-out plan, and will have opportunity to pursue their whole degrees in Beckley. This arrangement will continue in Spring 2017.

2017—Fall

No further classes will be taught in Montgomery and offerings formerly at Montgomery will be offered entirely on the Beckley campus.

Teach-Out Plan End

As students will have the opportunity to migrate to Beckley in Fall 2017 to complete their degrees there is no finite end to the teach-out plan except as is set for degree completion in the Montgomery WVU catalog.

2016—Fall: General Education Requirements

In Fall of 2016 it is planned that WVU will change from the General Education Curriculum to the General Education Foundations (GEFs). Whether students elect to be governed by the catalog at time of enrollment or the new catalog containing the GEFs, they will have full opportunity to complete their degrees either in Montgomery or in both Montgomery and Beckley.

Pathways for Students

WVU will provide pathways for all students to complete their degrees. Those closer to graduation will have the opportunity to complete their degrees entirely at Montgomery. The remainder will have the opportunity to complete at Montgomery and Beckley.

Appendix 1 lists all current junior and senior students by student number, major, rank, hours completed (including transfer hours) and hours of current enrollment.

Senior students will have the opportunity to complete their degrees fully in Montgomery in the three semester period Fall 2015 to Spring 2017 inclusive. Only students with unusually low course completion rates would be unable to earn a degree in this timeframe. Those senior students who are unable to complete degree requirements within three semesters and who still have good academic standing will have the opportunity to complete their degrees on the Beckley campus. In summary, for most senior students, the teach-out period will represent their original, anticipated pathway and timeline.

Many students with junior standing will be able to complete their degrees at Montgomery alone, but others will need to take classes through Spring of 2017 in Montgomery, and then migrate to Beckley in Fall 2017 to complete their degrees. In Fall 2017, classes previously delivered in Montgomery will be delivered in Beckley and hence will support student graduation in all majors. Classes, such as electives, that are not a core requirement, may vary from semester to semester, but will be configured and offered to facilitate graduation.

Sophomore and freshman students will need to continue their studies in Montgomery through Spring 2017, and migrate to Beckley in Fall 2017.

Freshman students enrolling at WVU in Montgomery in Fall 2016 could choose to enroll on either the Beckley or Montgomery campuses. Course registration information will be clear as to which campus will host a specific course section. Those who enroll on the Montgomery campus would be informed and aware before their arrival of the need to migrate to Beckley in Fall 2017. They would have a full offering of curriculum to complete their degrees in Beckley and would not be a part of the core teach-out plan. All athletics associated with the Montgomery campus of WVU will remain in Montgomery through Spring 2017. Whereas in Fall 2016, freshmen non-athletes would have a choice of campus, freshman athletes would be required to enroll in Montgomery for one year, and then migrate to Beckley.

Students at either the Montgomery or Beckley campuses will have opportunities to take online courses offered through the Montgomery campus, but will not be obliged to substitute online instruction for in-seat or blended instruction except as is commonplace today for the Montgomery programs. Students wishing to lengthen their study by adding a second major or minor could readily do so in a manner that is compatible with this teach-out plan.

During the teach-out period students will continue to be able to gain transfer credits at other institutions as governed by the catalog, as is the norm today.

Academic Suspension of senior students will detract from the ability to complete the degree at Montgomery alone. Each suspension case will receive additional review over the period Spring 2016 through Spring 2017, and suspension may be relaxed for students who are close to the cut point in that period.

Credits attempted and earned by a student at the Montgomery and Beckley campuses will be combined on the transcript and the combined credits will be used to interpret compliance with the catalog.

WVU in Montgomery has campus residency requirements explained in the current catalog. These campus residency requirements will be relaxed where appropriate to benefit students who must move their location of education from Montgomery to Beckley in Fall 2016. In particular, if a student has been granted exemption from residency in Montgomery, but would not qualify for the exemption in Beckley, the exemption would continue to be offered to the student during the teach-out.

In this way, all students currently enrolled at Montgomery, as well as students arriving in 2016, will have the opportunity to complete their degrees with WVU instructors in the same timeframe that they would have had at Montgomery under previous circumstances. The only impact is that students with a low credit hour completion will need to change location from Montgomery to Beckley at a point in their academic careers.

Governing Principles

A well-formulated set of rules is required to govern the teach-out, even though the pathways are simple for the proposed campus transition. However, there will always be exceptional cases that must be addressed, and students may require a more detailed interpretation of these rules. In those instances, the student may ask to present a case for consideration. The Registrar, Provost, Dean of Students, Dean of Enrollment Management, and the academic deans will honor the request for a meeting to render a decision or suggest an optimal solution that does not relax academic standards, and will confer as needed to maintain fairness and uniformity of decisions.

Authority and Accreditation

WVU will be diligent in maintaining accreditations and authorities associated with the delivery of higher education and financial aid during the campus transition.

Degree-granting authority rests with the WVU BOG, who have motivated this campus transition, while the permission to offer existing programs at a new location rests with the HEPC. A meeting of the HEPC is anticipated soon after time of writing.

This teach-out plan is a part of the material being transmitted to the Higher Learning Commission (HLC) related to change associated with the campus transition, as required to maintain HLC accreditation.

Tech Engineering, Engineering Technology, and Computer Science programs are ABET accredited: the Dean of Engineering and Sciences is charged with the transfer of this accreditation.

The transition of the BS Nursing degree requires approval from the CCNE and the WV Board of Examiners for Registered Nurses. The WVU Dean of Nursing is preparing change documents needed for these approvals.

The Dean of Enrollment at WVU Tech will address Title IV location changes and other financial aid issues.

The Athletic Director will address the change of campus locations with respect to athletic affiliations which include:

- National Memberships
 - National Association of Intercollegiate Athletics (NAIA)
 - United States Collegiate Athletic Association (USCAA)
- Conference Memberships
 - Kentucky Intercollegiate Athletic Conference (KIAC)
 - Appalachian Swimming Conference (ASC)

The Dean of Students will determine change approvals needed for student societies and fraternities as well as on-campus residential living requirements.

Communication Plan

This section addresses communication to the institutional constituencies, assuming that the plan has been communicated to, and accepted by, the HLC.

The presidents of WVU and WVU in Montgomery addressed the faculty, staff and student body on August 31, 2015, with a summary of the plans for the campus transition to Beckley and the timeline for the move. It had been public knowledge prior to that date that WVU and WVU Tech would offer programs at Beckley in Fall 2016. General details of the change are already published on the WVU Tech website.

Details of the teach-out plan will be vetted in the Fall 2015 semester with all campus leadership, including student body leadership, to insure that the message is clear and the details of the plan are acceptable.

The communication plan will consider the students first and foremost. Communication with the students will be through three pathways—centralized, advisor/faculty and student leadership conduits. The primary message delivered to all will be “If, in January 2016, a student has three semesters or less needed to complete the degree, he or she will have full opportunity to complete the degree in Montgomery. If a student has four or more semesters needed to complete, he or she will have full opportunity to complete by taking courses in Montgomery through Spring of 2017, and in Beckley from Fall of 2017 onwards.”

The teach-out will be addressed in the 2016-2017 and 2017-2018 catalogs, available online, so that the plan is promulgated formally. The website main page for WVU in Montgomery will carry a link to the catalogs and the teach-out plan. The teach-out plan will be augmented with a set of frequently asked questions and their answers. There will also be a flow chart allowing students to see their own optimal pathway, and to support advisers. Students will be instructed on the site to visit their academic advisers

(who are either faculty, or staff of the Student Success Center (SSC)) to plan their individual teach-out and graduation pathways.

Each WVU student at Montgomery who was registered in the Fall 2015 semester, as well as students on academic suspension or leave of absence at that time, will be sent a letter via U.S. Mail explaining the proposed migration to Beckley. This letter will provide students with the web address where they can find detailed information, instructing them to contact their advisers, and instructing them to watch their @mix institution e-mail accounts for future information. They will also be provided with an e-mail address where they can ask a question on teach-out policy, or inquire about their progress within the teach-out plan. Contents of the letter described above will be sent to the @mix accounts as well. Social media also will be used to direct them to their @mix accounts. After this initial information is delivered, relevant news relating to the teach-out will be delivered to @mix accounts, with an alert via social media. Students will be reminded of the location of teach-out details after grades are posted for the Fall 2016 and Spring 2017 semesters, since the need to migrate may depend on the credits earned in those semesters. Posters will be placed in buildings on the Montgomery campus advising students to monitor their mix accounts and consult the website for Teach-out information.

Details of the teach-out plan will be delivered to all faculty through a presentation by the Provost at the Faculty Assembly, followed by written communication to all faculty. In a similar fashion, the Dean of Students will inform the staff of the SSC. In this way all personnel who advise students will be fully informed and equipped to answer student questions on the teach-out. The Registrar will insure that his office has similar, detailed knowledge of the teach-out plan. The advisers will be encouraged to ask students about their plans to complete their degrees. They will assist the students with decisions and information, although for most students the pathway will be clear and set. The faculty and staff advisers will be reminded through presentations in Fall 2016 and Spring 2017 of their obligations to students. In particular, they will be instructed to inform students in Spring 2017 how they are at risk of needing to migrate to Beckley in Fall 2017 if they fail to earn the credits for which they are registered in the Spring semester.

The Athletic Director will communicate separately with the existing athletes, and explain that athletic programs will remain at Montgomery until they migrate to Beckley in Fall 2017. Both the Dean of Enrollment Management and the Director of Athletics will communicate with new student athletes to explain that they should enroll at Montgomery in Fall 2016 and Spring 2017, followed by the migration to Beckley.

In Fall 2016, WVU will adopt Degree Works, which will provide students with an improved facility for testing their graduation date and planning their semesters. Students will be advised how to determine whether they can complete their degrees in Montgomery, or only after a migration to Beckley, with the aid of Degree Works.

Advising, Office of the Registrar & Maintenance of Records

In Fall 2016, when classes are taught on both campuses, SSC advising services will be available on both campuses, and students will be assigned an adviser that is on their campus of choice. Similarly, faculty advisers will be available on both campuses, and there will be no need for students to travel to the other campus for academic services.

An Associate Registrar will be appointed so that the Office of the Registrar will be represented on both campuses with full service during the transition period. Students first joining WVU in Montgomery or Beckley in Fall 2016 or later will have fully electronic records, accessible at either campus. Legacy records will remain in Montgomery until the summer of 2017, when they will be transported to Beckley. In this way the legacy records will serve the teach-out students who graduate from Montgomery, and track the teach-out student migration to the new campus.

Appendix 1. List of Junior and Senior Students Enrolled at WVU Located in Montgomery in Fall 2015²

(list of student hours completed)

² Not all students listed in Appendix 1 are degree seeking such as adult learners who enjoy taking classes and non-degree seeking Career and Technology Development (CTED) students.