

**RESOLUTION ON HIGH SCHOOL COURSES FOR HSU CREDIT  
(#10-02/03-EP)**

- WHEREAS, On May 3, 2000, the Joint Council approved the pilot program to offer high school courses for HSU credit; and
- WHEREAS, English 100 and CIS 130 were designated as the two pilot courses; and
- WHEREAS, The Educational Policies Committee was given the charge of reviewing these courses after a one-year time period and making a recommendation "regarding the continuation of the High School Courses for HSU Credit Program"; and
- WHEREAS, The Educational Policies Committee reviewed all of the available documentation for the one-year period and discussed the pilot program with the faculty liaisons and the Dean of Undergraduate Studies; and
- WHEREAS, Humboldt State University has the policy of giving credit for high school courses provided students earn a minimum score in standardized tests as determined by the university and department policy; and
- WHEREAS, The joint program as implemented does not provide a mechanism for assessment of student's knowledge in the appropriate subject with an independent or HSU administered tool; therefore, be it
- RESOLVED: That the Academic Senate of Humboldt State University recommend that if this program be made permanent, any course in the program must include a mechanism for an independent or HSU-administered tool for assessment of student knowledge in the appropriate subject; and be it further
- RESOLVED: That the Academic Senate of Humboldt State University recommend the program conform to Executive Order 365 by implementing an independent or HSU-administered tool for assessment of student knowledge in the appropriate subject starting the academic year 2003-2004; and be it further
- RESOLVED: That the Academic Senate of Humboldt State University recommend that if this program is to be made permanent, a formal policy be written that incorporates both the criteria included in this resolution and the

Recommended by Joint Council May 3, 2000

May 2, 2000

To: Joint Council of Deans and Faculty Leaders

From: Ad Hoc Committee on High School Courses for HSU Credit (B. Cannon, C. Mullery, R. Vrem)

Re: Policies on High School Courses for HSU Credit

The Ad Hoc Committee on High School Courses for HSU Credit has met and makes the following recommendations:

- One or two classes could be offered on a pilot basis during the 2000/2001 academic year provided they meet the attached guidelines and the additional requirements described in this document.
- There shall be a Memorandum of Understanding (MOU) between the high school, the high school instructor, the HSU faculty member and the appropriate department. This MOU must outline the responsibilities and expectations of each party and make the evaluation process explicit. In particular, if the HSU faculty member is not team-teaching the course then the MOU must ensure regular ongoing HSU faculty contact and review of assignments, exams, etc.
- The high school must pre-screen the students to assure they meet the eligibility requirements for the program (junior or senior standing with a cumulative gpa of 3.0 or higher in college preparatory classes).
- If the high school instructor is deemed to not hold sufficient credentials to teach the equivalent HSU course then the course could only be offered for HSU credit if an HSU instructor team-taught the class with the high school instructor.
- If the class is not team-taught with an HSU instructor then there must be ongoing monitoring by an HSU instructor from an appropriate department. In addition, there shall be the recognition of the time commitment of the HSU instructor, e.g. by assigning an appropriate number of wtu's.
- The high school instructor will be subject to the HSU department's regular evaluation procedures.

- At the end of the high school class being offered for HSU credit during the Pilot year, there should be a survey of the students in the class to determine the use of HSU facilities by the high school students.
- A review of the Pilot program(s) for the 2000/2001 academic year shall be conducted by the Educational Policies Committee of the Academic Senate, including a recommendation from the Committee regarding the continuation of the High School Courses for HSU Credit Program.
- It is the responsibility of the appropriate College Dean and Department Chair to monitor the compliance of the program with these policies.