

*Academic Governing Council*  
Decision Form

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*This form is to be used when the Academic Governing Council makes a decision on an issue.  
This form is sent to the Provost.*

Decision:

- Associate's Degree
  - To be awarded an Associate's Degree from Grand Rapids Community College, students must have earned a minimum of 15 credits through college-level course work within their program of study at GRCC.
- Certificate
  - To be awarded a Certificate from Grand Rapids Community College, students must have earned a minimum of 8 credits through college-level course work within their program of study at GRCC.

NOTE: This policy does not apply to consortium agreements.

Rationale: To provide terms and conditions for minimum institutional credits for associate's degrees and certificates.

- No current policy exists – (we do have a current practice)
- Current practice does not address certificates specifically – only associate's degrees
- GRCC has a range of credits (14-40+) associated with certificates (federal financial aid allows for certificates as low as 8 credits)
- Current language may allow students to transfer in credit and be awarded a certificate
- Current catalog language (graduation requirements – not an official policy)
  - Associate's Degree
    - To be awarded an associate's degree at Grand Rapids Community College, students must: Have completed 15 credits of course work at GRCC
  - Certificate
    - To graduate with a certificate, students must complete the coursework outlined in the GRCC catalog for the program in which they are enrolled

Supporting Data/Findings:

- Henry Ford Community College
  - Associate's Degree: complete a minimum of 20 semester hours of credit at HFCC
  - Certificate: 25% of coursework may be transferred from another institution
- Lansing Community College
  - Associate's Degree: earn toward the curriculum at least 20 semester credits in attendance at LCC
  - Certificate: earn toward the curriculum at least 1/3 of the semester credits for the certificate in attendance at LCC
- Washtenaw Community College
  - Associate's Degree: complete a minimum of 15 residence credits toward completion of each degree pursued

- Certificate: complete a minimum of 75% of the total credits required as 'residence credit' for each certificate pursued'

Implications for Action:

- Align current practice with a policy.
- Implementation will be dependent on technology to identify coursework within the curriculum.

Evaluation Plan:

- Reviewed by AGC in 2017-2018 and would like to have a progress check come to AGC in the Fall of 2015 (November).
- A progress report on implementation needs to be submitted to the Provost Office in November 2015.

Date of Decision by AGC: February 10, 2015

Response from Provost:

Approved. Laurie Chesley  
8-4-15