



Wesley College/Delaware State University Teach Out Policy

University Area(s) Responsible: Office of the Provost, University Registrar, Office of General Counsel

Policy Number & Name: Wesley College/Delaware State University Teach-out Plan and Teach Out Agreements for Wesley Legacy Students

Subject: Policy and Procedure to Teach-out Wesley Legacy Students

I. Introduction

Delaware State University and Wesley College are institutions of higher learning accredited by the Middle States Commission on Higher Education. Pursuant to the acquisition of Wesley College (Wesley) by Delaware State University (DSU), Middle States Commission on Higher Education (MSCHE) solicits a writing to ensure that Wesley has a teach-out plan in conjunction with the acquisition to provide for the equitable treatment of Wesley students who desire to complete a degree after Wesley closes. As part of the acquisition, DSU has agreed to teach-out the Wesley students. These students will be classified as Wesley Legacy students at DSU. This policy outlines the process DSU has in place to allow Wesley Legacy students complete a degree at DSU.¹

II. Policy Statement

Both member institutions, DSU/Wesley, have developed joint teach out plans and one teach out agreement. This policy ensures the equitable treatment of all Wesley Legacy students, graduate and undergraduate, with a reasonable opportunity for the students to complete their program of study within a specified teach-out period from July 1, 2021 until July 1, 2023.² While the focus is on the Wesley Juniors and Seniors, all credits earned at or accepted by Wesley for all Wesley students will be accepted by DSU.

III. Intent

The intent of this policy is to ensure equitable treatment to Wesley students who are transitioning to DSU after the acquisition of Wesley College as per MSCHE requirements.

IV. Definitions

Member Institution. All institutions that are accredited by MSCHE and all institutions that have been granted Candidate for Accreditation Status by MSCHE, that are in good standing with respect to payment of dues and fees, shall be institutional members of MSCHE. Accreditation and candidacy shall be established according to the standards for accreditation, requirements of

¹ See also, the Commission's Substantive Change Policy and Procedures. (Some substantive changes require the submission of a teach-out plan in conjunction with the substantive change request [MSCHE Teach-Out Plans and Agreements Policy, 2020]).

² Under certain circumstances, students may be permitted to complete their program of study after the July 1, 2023 deadline, for example, if they choose to sit out for up to two years, pursuant to DSU policy and V.I.d. below.

affiliation, policies and Teach-Out Plans and Agreements Policy Page 3 procedures, and applicable federal regulatory requirements adopted by the Commission.³

Teach-Out. A process during which an institution or institutional location that provides 100 percent of at least one program engages in an orderly closure or when, following the closure of an institution or location, another institution provides an opportunity for the students of the closed school to complete their program, regardless of their academic progress at the time of closure (34 CFR § 600.2, slightly modified to remove the word “program”).³

Teach-Out Agreement. A written agreement between two or more institutions that provides for the equitable treatment of students and a reasonable opportunity for students to complete their program of study if an institution, or an institutional location that provides 100 percent of at least one program offered, ceases to operate before all enrolled students have completed their program of study. (34 CFR § 600.2)³

Teach-Out Period. The start and end date for the full implementation of the teach out plan and any teach-out agreements.³

Teach-out plan. A written plan developed by the institution that provides for the equitable treatment of students to complete their education, including any teach-out agreements that the institution has entered into or intends to enter into with another institution. (34 CFR § 600.2)³

Course Waiver. The course requirement is no longer relevant for the student. No credit hours are applied.

Course Substitutions. The course requirement is met through the substitution of a different course, regardless of content, with equal or more credit hours.

Course Equivalencies. The course requirement is met by a course that is considered equivalent in content to the required course with equal or more credit hours.

Curriculum Alignment/Mapping. The process of comparing curricula taken at Wesley with Delaware State curricula for congruence to support the ultimate goal of graduating the Wesley legacy students in a timely basis. To support the curriculum alignment process, all departments must sequentially list and align DSU courses to their Wesley equivalent, per the teach-out agreement. The focus is on determining what courses Wesley Legacy Juniors and Seniors have to complete on the Wesley curriculum and finding appropriate courses to use in the DSU curriculum to graduate the Wesley students. Wesley Legacy Freshmen and Sophomores will be integrated into the DSU curriculum but still get waiver or substitution credit for courses from Wesley.

Wesley New Admits Transitioning to DSU. Admitted new undergraduate and graduate students to Wesley will follow DSU curriculum.

³ MSCHE Teach-out Plan and Agreement Policy, 9/1/2020

Wesley Legacy Students –All students, undergraduate and graduate, previously enrolled at Wesley College prior to the acquisition by DSU who choose to transition to DSU.

- Currently enrolled Wesley students in a degree program who have 60 or more credit hours (Juniors and Seniors) applicable to the major in their program of study;
- Currently enrolled students in a degree program who have less than 60 credit hours (Freshman and Sophomores) applicable to the major in their program of study; and,
- Graduate students currently enrolled in a graduate degree program who have been granted an opportunity at DSU to complete the program (Substantive change request (MSCHE Teach-Out Plans and Agreements Policy, 2020).
- Former Wesley students who have not completed their degree because they stopped attending Wesley within three-years prior to July 1, 2021 and wish to complete their degree at DSU.
 - After the three-year period has expired these students will be considered transfer students

V. Academic Requirements for the Teach Out Plans

1. Wesley Legacy Junior and Seniors who need to complete their major or minor degree requirements will use the Wesley Major or Minor Curriculum and DSU/Wesley Curriculum Mapping/Alignment.
 - a. Wesley Legacy students who come to DSU will have credits taken at Wesley accepted by DSU, including transfer credits previously accepted by Wesley.
 - b. No courses will be added for Wesley Legacy Junior and Seniors because of differences in DSU and Wesley curriculum.
 - c. Wesley Legacy Junior and Seniors will transition to DSU based on their Wesley majors and minors and following that Wesley curriculum.
 - i. If the Wesley Legacy Junior or Senior desires to change their major either at transition to or while at DSU, the student will have to use the new major's DSU program curriculum using the DSU/Wesley Curriculum Mapping/Alignment to determine what courses will be accepted under the DSU program curriculum.
 - ii. This change of major may add time to the Wesley Legacy students progress to degree completion.
 - d. Wesley Legacy Juniors and Seniors have three years from July 2021 to enroll at DSU and follow the Wesley curriculum to complete their degree with the DSU/Wesley Curriculum Mapping/Alignment.
 - i. After the three years has lapsed, the Wesley Legacy students will be considered as transfer students and therefore will have to follow the DSU curriculum.
2. Wesley Legacy Freshmen and Sophomores who need to complete their major or minor degree requirements will use DSU Program Curriculum and the DSU/Wesley Curriculum Mapping/Alignment for courses in the identified major and/or minor.

- a. Wesley Legacy Freshmen and Sophomores will follow DSU policies regarding stop-out.
3. Wesley Legacy Graduate students have three years from July 2021 to enroll at DSU and follow the Wesley curriculum to complete their degree with the DSU/Wesley Curriculum Mapping/Alignment.
 - a. After the three-year period has expired these students will be considered transfer students

VI. Additional Considerations: Teach Out Agreements and Advisement

1. General Education
 - a. If a Wesley student has completed their Wesley General Education (GE) (i.e. Wesley College Core Curriculum), then they have completed DSU's GE requirements.
 - b. If a D is acceptable for Wesley's GE (i.e. Wesley College Core Curriculum) then it is acceptable for DSU.
 - c. Consult the Curriculum Mapping/Alignment in the GE articulation agreement for substitution recommendations.
 - d. Whenever applicable, Level 3 courses in the Wesley College Core Curriculum will be accepted for General Education credits in the respective areas of the appropriate academic departments.
2. Procedures for curriculum alignment: Review Wesley's current continuing academic program curricula
 - a. Determine the courses left on the student's Wesley plan and find appropriate course substitutions at DSU.
 - b. Identify potential equivalency gaps in the curriculum sequence
 - c. Develop equivalencies/substitutions for the gaps
 - d. Ensure synchronization of core content and competencies
 - e. Develop curricula for new academic programs
3. Advisement Procedures Wesley Legacy Undergraduate Students
 - a. Assigned professional advisors/faculty mentors according to students' last name per academic program.
 - b. Continuing students will meet with professional advisors for advisement and complete registration.
 - c. All first-year students are required to take the ALEKS Math Placement
 - d. All first-year students are registered according to their program requirements and receive their semester schedules at new student orientation.
 - e. Individual Development Plans (IDP) completed for all students by professional advisors each semester.
 - f. Degree audits for graduating seniors completed by Department Chair or Director.
 - g. Course drops, withdrawals and leave of absence initiated by professional advisors and student.

- h. All students on academic probation are required to take learning strategies and be restricted to 13 credits.
 - i. All students with at-risk indicators (i.e., provisional admits, GPA of 2.3 and below, non-residential, SAP and SAP warnings, low course completion rate/ frequent courses drop) will be assigned to Intervention caseload.
 - j. Students are expected to adhere to university policies and deadlines
4. Advisement Procedures for Wesley Legacy Graduate Students
- a. The Wesley Legacy Graduate students work with the respective Department Chairs or Program Directors to determine applicable plans of study for completing their degree.

VI. Criteria for Discipline Specific Accreditation Programs

- 1. Accredited programs are:
 - a. Nursing – Accreditation Commission for Education in Nursing, Inc (ACEN)
 - b. Education – Council for the Accreditation of Educator Preparation (CAEP)
 - c. Occupational Therapy (MOT) – Accreditation Council for Occupational Therapy Education (ACOTE)
 - d. Law Studies – American Bar Association (ABA approved)
- 2. Students enrolled in these programs need to work closely with the Department Chairs or Program Directors to develop course schedules.
- 3. Programs may include special modules to ensure coverage of topics on licensure exam.

VII. Criteria for Certificate Programs and Graduate Students

- 1. MSCHE approved DSU to provide a certificate program as long as it is less than one year in duration.
 - a. Faculty Senate approval is required.
 - b. Certificate programs eligibility for Title IV funds are dependent on the program listing and approval by the Delaware State University Program Participation Agreement (PPA). The Process to list with PPA for approval:
 - i. Approval by VP of Strategic Enrollment Management; Executive Director, Student Financial Aid; University Registrar.
 - ii. MSCHE documentation indicating approval to DSU to provide program from Institutional Effectiveness.
 - iii. Documentation from DE State Higher Education indicating DSU is authorized and approved to provide the program.
- 2. Matriculating undergraduate, graduate, and postbaccalaureate students interested in certificate programs at DSU should consult with Adult and Continuing Education (ACE).

VIII. Effective Date: July 1, 2021

IX. Approved by the Delaware State University Board of Trustees on June 17, 2021