

Official Memorandum of Action – MOA-16/01
Revise Credit Requirements for Certificate Programs and Second Master's Degrees in the Graduate Catalog

Name of Council/Committee
Graduate Studies Council

Approval Date
28 January 2016

RECOMMENDATION:

Implementation Date
Upon Administrative Approval

Revision to the Graduate Catalog "Non-degree Graduate Certificate Program" and "Transfer & Other Credit Policies" to reduce the number of credit hours required.

Amy Curtis, Chair, Graduate Studies Council

Date

Approve

Disapprove

Return to Council/Committee

Comments:

C. Dennis Simpson, Faculty Senate President

Date

Approve

Disapprove

Other action

Comments:

Timothy J. Greene, Provost and Vice President for Academic Affairs

Date

Approve

Disapprove

Other action

Comments:

John M. Dunn, WMU President

Date

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RATIONALE

Western Michigan University's current policy requires a graduate certificate to consist of 15-21 credit hours. A number of institutions in Michigan and in the Mid-American Conference, as well as institutions identified as WMU peers, offer graduate certificates requiring nine (9) credit hours. In order to remain competitive, it is proposed that we revise WMU policy to allow more flexibility in the development of new graduate certificate programs.

The University's current policy on earning a second master's degree at WMU has been revisited and proposed changes will clarify the policy, remove the total number of additional credits required for a second master's degree, and decrease the number of credits that can be transferred internally into a second master's degree.

RECOMMENDED REVISIONS

GRADUATE CATALOG

Non-degree Graduate Certificate Program

Each certificate program must ~~be between fifteen (15) to twenty-one (21) hours~~ **have a minimum of nine (9) hours, with the number of hours required for each certificate commensurate with the breadth and depth of the program's topic.** An outline of the Graduate Certificate Program requirements for each student must be submitted by the graduate advisor or program director to the Office of Graduation Auditing and the graduate certificate program of study will then be audited in the same manner as that used to audit a degree program. For a student concurrently pursuing a degree program and a Graduate Certificate Program, the outline of the graduate certificate program would be submitted separately from the master's, specialist, or doctoral program of study. For a student not pursuing a graduate degree, the outline of the graduate certificate program alone would be submitted to the Office of Graduation Auditing.

Transfer & Other Credit Policies

Second Master's Degree

A student enrolled for a second master's degree from Western Michigan University ~~must complete a minimum of 24 additional semester hours at Western Michigan University~~ **may transfer internally up to 12 semester hours from the first master's degree from Western Michigan University and must fulfill all requirements of the second master's degree.** Any credits transferred internally into the second master's program ~~may not exceed 16 semester hours and~~ must have been completed within six (6) years of the conferral of the second master's degree. The second degree program must fulfill all of the other usual requirements for a master's degree.