The following report provides a review of institutional materials submitted by Morgan State University to document compliance with accreditation-relevant federal regulations. This report provides verification to the Periodic Review Team of institutional compliance in the following areas:

1. Student identity verification in distance and correspondence education
2. Transfer of Credit
3. Title IV cohort default rate
4. Assignment of credit hours

Distance or Correspondence Education

The peer reviewer considered the following questions in completing the review:

- What methods are used by the institution to verify the student’s identity? Are these methods effective?
- What is the procedure for protecting the privacy of students enrolled in distance or correspondence education courses? If the procedure adequate and effective?
- What is the procedure for notifying students regarding additional charges associated with identity verification? Does the institution notify students at the time of registration or enrollment of any projected additional student charges associated with the verification of student identity, such as a separate fee charged by a proctoring service?
- What office(s) is/are responsible for ensuring that the provisions for ensuring student identity are consistently applied?

All students are required to submit a recent photograph upon admission to the program. A student cannot enroll in a course without using his/her Morgan student ID number, and all communication with students is through their Morgan email account.

Morgan State University adheres to the requirements of the Family Educational Rights and Privacy Act (FERPA) with regards to the implementation of the preceding methods of student identity verification as well as with the handling of students’ educational records.

No additional charges associated with the verification of identity for students enrolled in online distance education courses.

The responsibility for the application of student identity verification procedures is shared by the Director of Morgan Online and the course faculty member(s).

The review of institutional materials suggests that the institution MEETS this requirement.
Transfer of Credit

The peer reviewer considered the following questions in completing the review:

- Are the policies and procedures for making decisions about the transfer of credits earned at other institutions formally documented? Do the policies and procedures include all modes of delivery?
- Is the policy for transfer of credit readily available on the institution’s website or in other relevant publications?
- Does the policy include a statement of criteria established by the institution regarding the transfer of credit earned at another institution of higher education?
- Does the institution publish a readily accessible list of institutions with which the institution has established an articulation agreement?

Transfer of credit from community colleges in Maryland to four-year colleges and universities in the State is governed largely by the terms and provisions of the Articulation System for Maryland Colleges and Universities (ARTSYS). The system is maintained by the University System of Maryland. Policies and procedures for the ARTSYS system are available on the ARTSYS website. Additionally, the Morgan State University Transfer Student Policy is published online in the Undergraduate Catalog. The application of specific Morgan policies related to the transfer of credit is explained on the Transfer Center’s Transfer Students’ FAQ web page.

The Transfer Center manages articulation agreements with as many as fourteen community colleges throughout Maryland and the region that govern transfer of credit into specific degree programs. A list of institutions with which Morgan has articulation agreements is found on the Transfer Center’s web site.

The review of institutional materials suggests that the institution MEETS this requirement.

Title IV Cohort Default Rate

The peer reviewer considered the following questions in completing the review:

- What is the institution’s cohort default rate? Is this rate within the federal limit?
- Do the independent audits of the institution’s financial aid programs (A-133) document any significant non-compliance issues?
- Are there any significant impending litigation issues with respect to financial aid activities, in regard to the cohort default rate?

Morgan’s official cohort default rate for FY 2008 was 9.2%, for FY 2009 it was 11%, and for 2010 it was 14.2%, which is within the federal limit.

Financial aid compliance documents for the State of Maryland for purposes of OMB Circular A-133 were provided by the institution for FY2010 and FY2011 in a combined State of Maryland audit report. Additionally, the financial audit for Morgan State University was provided for
FY2012. The audits indicated that Morgan State University is in compliance and no material weaknesses were noted (significant weaknesses were identified but applied to other departments within the State of Maryland). There appears to be no impending litigation issues with respect to financial aid activities or the cohort default rate.

The review of institutional materials suggests that the institution MEETS this requirement.

Assignment of Credit Hours

The peer reviewer considered the following questions in completing the review:

- Are the institution’s policies and procedures reasonable when compared with the federal definition and the MSCHE Credit Hour Policy? Is there evidence that the institution’s assignment of credit hours falls within the range of commonly accepted practice in higher education?
- Do the institution’s policies and procedures for assigning credit hours – which may be written at the level of the institution, department, or school and which may be differentiated by degree level and/or delivery format – address all types of courses and programs offered by the institution?
- Do the institution’s policies and procedures address the amount of instructional and out-of-classroom time that is typically expected of students with regard to the number of credit hours earned?

The Academic Affairs Policy on the Assignment of Credit Hours (the Policy) at Morgan State University follows State of Maryland requirements. A semester credit is defined as one 50-minute lecture class per week (or its equivalent) for one semester. A three-hour class may meet for three 50-minute periods per week, for two 75-minute periods per week, or for one 50-minute period and one 110-minute period per week, or for a combination of these formats for one semester. However, the amount of out-of-class time typically expected of students is not addressed.

All academic programs offered by Morgan State University (as well as all other public and private colleges and universities in Maryland) must be approved by Maryland Higher Education Commission which, among other programmatic aspects, verifies compliance with State higher education regulations and procedures including credit hour requirements. Additionally, pursuant to Morgan State University’s Periodic Review of Programs: Policies and Procedures, every academic program, graduate as well as undergraduate is subject to a scheduled review of courses and credit offered at the University.

The review of institutional materials suggests that the institution MEETS this requirement.