

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Transfer Advisory Group Meeting

April 17, 2013
EGF/290 and TRF/545

MINUTES

Attendees: Lisa Bottem, Kelsy Blowers, Rocky Ammerman, Mary Fontes, Karl Ohrn, Bobbie Taylor, Deb King, and Kate Schmalenberg, Brian Huschle and Jennifer Zarns (recorder)

Absent:

Topic	Responsible Party	Discussion/Outcome
1. North Hennepin Online Orientation	Lisa B.	<p>Link: http://www.atschoolorientation.net/intake.aspx?ReturnUrl=%2fnhcc</p> <p>This orientation is 60 minutes. There is a small part of the orientation that is transfer student specific. In the transfer specific part of the orientation they have a part where the degree types are described as well as other course requirements. The site also has a good transfer resource slide to further guide the students. If we incorporated transfer information into our orientation we could also have a note letting them know to check their DARs once their transcripts have been received and transferred.</p> <p>If we are to go ahead and incorporate this into our online orientation it needs to be done immediately. Gene Klinke is now gathering information for the online orientation and is still waiting to hear from some people. Someone from this committee would have to forward Gene pertinent information.</p> <p>We are also talking of different areas to put the transfer link now that the main</p>

		<p>website has been redesigned. Good places to put the link would be on the program description page, on the helpful resources link, and/or on the future student tab on the main website. There has been discussion between then Registrar's office and Chad Sperling if there could be any way the link could be back on the main website.</p>
2. Articulation Process		<p>Flow Chart Attached: This flow chart is located on the N drive. The flow chart process needs to be referred to when articulation agreements are to be made. The latest articulation agreements are posted on our website. Lisa will contact Sharon Stewart from UMC regarding first point contacts at colleges for articulation agreements.</p>
3. Transfer Rights & Responsibilities – On Website – Review Items to See if College is Compliant		<p>We were speaking about the Policy 3120 TRANSFER OF CREDIT POLICY. After students apply and their transcripts are received they are entered into the system. An issue brought up was a student transferring in a class that has a different number of credits than our courses are. For a course to be equivalent MnSCU requires at least a 75% course match. The Substitute/Transfer Equivalency Form needs to be updated. The form is located in the Student Service Forms and Jenny will be notified when this form needs to be updated and if it should be in any other locations on the main web page. The changes will consist of the MnSCU requirement of 75% or higher as a match. Students are notified via email to the acceptance or denial of the course. A question was brought up if the advisor could be copied on the email to the student regarding the decision.</p> <p>Excerpt from Policy 3120 TRANSFER OF CREDIT POLICY: Once a student has been admitted to NCTC, NCTC evaluates college-level course credits completed, as submitted by the student on an official transcript, and determines if they shall be accepted in transfer. Once the credits are accepted in transfer, NCTC determines how the course credits will apply to program and graduation requirements. Transfer of credit involves at least three considerations:</p> <p>1. Educational quality of the learning experience which the student transfers,</p>

		<p>2. Comparability of the nature, content and level of the learning experience offered by NCTC, and</p> <p>3. Appropriateness and applicability of the learning experience to the programs offered by NCTC in light of the student's educational goals.</p> <p>We seem to be complaint with MnSCU regarding the transfer rights and responsibilities.</p> <p>Excerpt from Minnesota State Colleges and Universities Board Policies Chapter 3 – Educational Policies</p> <p>Part 3. Student Transfer Rights and Responsibilities.</p> <p>Subpart A. Student Transfer Rights. Students who transfer have the right to:</p> <ol style="list-style-type: none"> 1. Receive comparable treatment with respect to course and program requirements, whether they are transfer students or direct entry students at a System institution; 2. Receive clear, accurate, and current information about transfer admission requirements and deadlines, degree requirements, transfer policies and procedures, articulation agreements, course equivalencies, and the Minnesota Transfer Curriculum; 3. Access course outlines, consistent with the requirements of Board Policy 3.21; 4. Receive a degree audit report showing how courses transferred, and to receive clarification about transfer evaluations when they have questions; 5. Appeal transfer decisions at both the college or university and system levels, as provided in System Procedure 3.21.1; 6. Have completed courses that fulfill Minnesota Transfer Curriculum goal areas at the sending institution accepted as counting toward the same goal areas at the receiving institution. 7. Receive acknowledgement of fulfilled Minnesota Transfer Curriculum goal areas as designated by the sending college or university.
4. Health Science Broad Field		<p>Northland's Health Sciences Broad Field Associate of Science program prepares students for transfer to a variety of health and human service related baccalaureate degree programs. Examples include, but are not limited to nursing,</p>

		<p>social work, nutrition, corrections, health education, and exercise science. This program positions a student for pursuit of these and other high demand health and human service careers.</p> <p>The curriculum includes instruction in the basic sciences and aspects of the subject matter related to various health occupations. Students completing the Health Sciences Broad Field Associate of Science degree can take advantage of several statewide articulation agreements with Minnesota State Universities and should work with an advisor in identifying these opportunities. In addition, students completing this curriculum can elect (prior to graduation) to instead receive an Associate of Arts degree from Northland, if that degree better fits their transfer needs.</p> <p>This program will start in Fall 2013. The broad field has arranged articulation agreements with all state universities and as long as it contains the correct number of credits and requirements the degree will transfer. The grading requirements will go to the AASC for discussion as we would like to require a “C” or better in all of the courses taken. As it stands now the program requires a 2.0 average.</p> <p>The articulation link shows the whole MnSCU STATEWIDE HEALTH SCIENCES BROAD FIELD TRANSFER AGREEMENT and that will have to be looked it if we want students to be able to view that much information.</p> <p>A student can graduate with a Liberal Arts and Health Broad Sciences if they so choose.</p> <p>This sentence may need to be changed under the program description: In addition, students completing this curriculum can elect (prior to graduation) to instead receive an Associate of Arts degree from Northland, if that degree better fits their transfer needs. Lisa will work on the wording and run it by Brian in order for it to get changed on the website.</p>
5. Liberal Arts		Our Liberal Arts program has a three-fold purpose:

Pathways		<ul style="list-style-type: none"> 1It is designed to provide students with the coursework necessary for transfer to four-year institutions throughout the nation. 2It has at its basis the universal principle that the liberal arts teaches people how to think and, consequently, how to learn. 3It enables students to develop critical thinking skills that they can use to formulate their own ideas and, thus, become actively engaged in the learning process. <table> <tr> <th>Pathways for Liberal Arts and Transfer</th><th>Degree Type</th><th>Credits</th></tr> <tr> <td>Communications & Humanities</td><td>A.A.</td><td>60</td></tr> <tr> <td>Science, Technology, Engineering, & Mathematics</td><td>A.A.</td><td>60</td></tr> <tr> <td>Social & Behavioral Sciences</td><td>A.A.</td><td>60</td></tr> </table> <p>Starting Fall 2013 with the Liberal Arts majors students are required to take the Pathways to Success course that will offer the students life-long learning. This is a 1 credit course.</p>	Pathways for Liberal Arts and Transfer	Degree Type	Credits	Communications & Humanities	A.A.	60	Science, Technology, Engineering, & Mathematics	A.A.	60	Social & Behavioral Sciences	A.A.	60
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6. NCA/Reverse Transfer Rules		<ul style="list-style-type: none"> Policy 3110 GRADUATION POLICY. Mary revised the policy with the HLC language and will send to AASC for review. The revised policy will be emailed to out to pertinent staff for their records. How will it affect retroactive degrees: The HLC language will prevent students with more than 15 credits remaining on their degree to transfer back ro earn their degrees retroactively. The language does allow for courses that are taken through an approved consortium agreement to count, so there is some leeway to get these set up. 												