

**Transfer Coordinators of Illinois Colleges and Universities  
Spring Meeting – April 16, 2008  
University of IL - Springfield**

**1. Welcome**

Meeting began at 10:09 am. Denny Frueh welcomed everyone and announced general logistic and lunch information.

**2. Nominating Committee**

Jim Stevenson thanked Marcus Brown from Richland Community College for his service as two-year school co-chair. The committee nominated Thedford Jackson (T.J.) of Highland Community College for two-year school co-chair and asked for nominations from the floor. Marcus Brown indicated his interest to continue and TJ respectfully withdrew. Motion for Marcus Brown to continue for two years as two-year school co-chair was moved by TJ from Highland and seconded by Greg Lawrence from South Suburban and passed by the membership.

**3. Minutes**

The November 14, 2007 meeting minutes were approved by the membership with corrections and will be posted on the Advocate at <http://www.itransfer.org/advocate/meetings.htm>

**4. Introductions and Institutional Updates**

Krista Jackson distributed a directory for the members to make corrections and indicate attendance and to return to her. She also distributed a copy of the Transfer Coordinator Directory for members to keep which can be accessed at <http://www.itransfer.org/iai/TransferCordinator.aspx?file=iai&section=faculty&subsection=other>

Each member introduced her/himself. Members were asked to please send your school's updates to the Advocate on the iTransfer website at <http://www.itransfer.org/advocate/>

**5. Report on Focus Group Study of Transfer Students**

Marilyn Marshall **enter email** and Lisa Hood **enter email** presented their findings from the transfer student focus group. After it has been presented to IBHE, they will make it available on the Advocate. They used ISEG (IL Shared Enrollment Graduation) which holds millions of records. They used four schools; a Chicago public, a Chicago private, a Central IL public and a Southern IL public. Findings presented were student's perception of their transfer process from a sample of 32 students.

Student suggestions included identify an advocate at the receiving school, offer transfer orientation, offer a transfer fair during orientation, offer transfer network sessions throughout the year, offer transfer housing options, design school's website from the student's perspective and assign one academic adviser and they preferred faculty.

## 7. Updates

### 7.1 iTransfer Web Site – Krista Jackson, [itransfer@itransfer.org](mailto:itransfer@itransfer.org)

- Krista announced the new name for IAI GECC will be IGET which stands for Illinois General Education Track. She will be advertising the IGET at IACRAO conference, IAI panels, and IACAC conference and will review itransfer website before fall 2008.

### 7.2 IAI Implementation

- No special report

### 7.3 IBHE

- No special report

### 7.4 ICCB – Barb Risse

- Barb reminded the membership that it is critical to use the Institutional Review Process that was submitted otherwise the course will not be reviewed.
- There is an opening of a transfer coordinator on almost every panel. See
- Krista demonstrated Web Review showing where Guidelines and Criteria for Course Submission and Panel Related Documents could be found at
- The monthly updates will be discontinued. Krista can send an email to listserv when a decision has been made on panel's course review. Schools will have to work with Krista to find decisions that were made after the last monthly update from June 2007. Email her at [itransfer@itransfer.org](mailto:itransfer@itransfer.org)
- The major panels are meeting and have identified their core classes. These should be appearing along with outcomes on the web at. Schools will not have to resubmit previously approved courses unless a panel is in their 5 year review or there are new courses.
- Art and Music panels have disbanded and created an AFA Steering Committee to find out how the AFA is accepted in transfer.
- Sociology disbanded because all four of their core courses were general education.
- October 1 is the deadline for course submission for fall review and March 1 is the deadline for course submission for spring review.

### 7.5 CAS – Course Applicability System

- Lisa Marinelli [her email](#) reviewed handouts that can be found on the Advocate [at](#) :
- Terminology changes from CAS 3 to CAS 4 and new features
- List of schools and their participation level
- CAS coursebank comparison program can detect course changes and deletions by school
- A sample of the output of course changes from the program
- List of CAS presentations and trainings. They plan on increasing marketing of CAS

## 8. AAT Implementation

Barb Risse reported that another AAT questionnaire will be sent to the Dean of College of Education and the Chief Academic Officer to find out type of acceptance (full or conditional), what courses will be remaining at the 4-year school and if there will be any additional general education courses required at the receiving school. Barb suggested articulation agreements and 2+2 programs should be continued.

A sample AAT proposal is on ICCB website for all four AAT degrees [at](#) . Heartland will host an AAT workshop on 10/24/2008.

Community colleges should denote which of the four AAT degrees has been completed on the official transcript not just “AAT Degree completed”.

### 9. New Business

Anne Brennan presented results from a survey DePaul conducted in December 2007 concerning the notation of the completion of the IAI General Education Core Curriculum. Twenty community colleges automatically verify and 10 will verify upon request. Results can be found on the Advocate [at](#)

### 10. Next Meeting

Fall meeting is set for Wednesday, November 12, 2008 to be determined. Please contact Lois or Marcus if your school is interested in hosting. **Since the meeting the listserv had numerous offers to host the meeting. Lois and Marcus have decided upon Illinois State University.**

Possible topics include IGET, College crisis plans, results from ISEG distance education, student disabilities and transfer credit flow. If you have topics to add, please contact Lois Bishop at [l.bishop@nl.edu](mailto:l.bishop@nl.edu) or Marcus Brown at [m-brown@richland.edu](mailto:m-brown@richland.edu).

Meeting adjourned at 2:09 p.m.