

Transfer Coordinators of Illinois Colleges and Universities
Fall Meeting – November 10, 2009
Illinois State University Alumni Center

1. Welcome

Meeting began at 10:05 am. Kris Harding welcomed the group as did Lois Bishop and Marcus Brown.

2. Minutes

The April 7, 2009 meeting minutes were approved by the membership and will be posted on the Advocate at www.itransfer.org/advocate/meetings.htm

3. Introductions

Each member introduced him/herself. Members were asked to please send your school's updates to the Advocate (itransfer@itransfer.org) so they may be posted on the iTransfer website at www.itransfer.org/advocate/

Lois Bishop introduced Fred Peterson who recognized retiree Heather Holding, Black Hawk College, for all of her contributions to the profession as BHC transfer coordinator and as co-chair of the Transfer Coordinators of Illinois. Fred presented Heather with a Certificate of Appreciation and wished her well on her retirement at the end of the semester after 35 years. Heather thanked everyone and especially Fred since he was the one who encouraged her to become BHC transfer coordinator. She reminded us that we are always working for the student and that our frustrations are never with people, only with policies and procedures.

4. Reports

Marcus introduced Marilyn Marshall who gave a PowerPoint presentation on a Transcript Study. One negative finding was that of the 100 students only 17 could really be studied, but on the positive side only 3 of those had identifiable problems transferring coursework. It was found that a larger than expected out of state representation existed and, while the 2 yr to 4 yr transfer pattern consisted of approximately 50% of transfer activity, policy should also incorporate mobility and relationships should be nurtured for all types of transfer, not only with feeder schools.

A discussion followed that posed the questions of whether each school in the state has a transfer coordinator or transfer center, how can we encourage more institutions to participate in u.select and how much time and effort is spent evaluating and articulating transcripts.

Lois Bishop announced that Kathleen Brown who was to present the Graduating Class of 2002 will have to be rescheduled due to an accident closing the highway.

Lois Bishop reordered the agenda since our presenter could not attend. She opened the discussion on meeting attendance given the geographic dispersion of transfer coordinators and budget realities. Several observations, questions and suggestions followed including 1) could technology be used whether it is videoconferencing, webinars, voice transmission, conference calls, etc; 2) offering multiple sites, meeting of the whole in spring and regional meetings in the fall, one central and one that moves from north to south; 3) the turnover in upper administration at our institutions might be contributing to low attendance, ICCB/IBHE should notify upper administration that each institution

should have a transfer coordinator position, what their responsibilities are and that they include two meetings a year which they are expected to attend; 4) carpooling, the present time for newcomers session discourages carpooling so moving it to lunch or an online orientation was suggested; 5) updating the transfer coordinator listserv since its accuracy is not known, Krista updates the directory on the website but many kickback/returns come back from every email sent to the listserv; 6) the agenda has not included hot topics nor has the group dealt with discrepancies in transfer policies, everyone should submit agenda ideas to the co-chairs for next meeting; 7) to send a survey to an updated listserv or directory to ascertain if they know about the meeting and are not interested or if geography is an issue.

5. Lunch

Marcus Brown thanked everyone for their comments and the meeting adjourned at 11:41am for lunch, compliments of itransfer, to resume at 12:15pm

6. Updates – Meeting resumed at 12:18pm

6.1 iTransfer Web Site – Krista Jackson, itransfer@itransfer.org

- Krista went over the website and requested all comments be sent to her at above email. It was mentioned that transfer coordinators are needed on IAI panels.
- Krista mentioned that online course submission must now be in pdf format. Up to five documents may be attached. If the pdf format is an issue, contact Krista. Previous submission forms are not available to panel members so panels want new submission forms every time.
- A discussion regarding procedural direction of panels followed. It was brought up that IBHE/ICCB should give panels direction, however, it is preferred that the transfer coordinators join more panels to bring up issues and address criteria with the panels. Bob Blankenburger, IBHE, noted the pendulum has swung the other way – to what is essential and what is beyond reasonable expectations. He noted the large number of requests for more information and suggested that more people review syllabi before submitting for review. Other problems mentioned were some panels' evaluation criteria were outside their purview, the delay in having courses approved, incomplete submissions, the need for the process to be streamlined and for the panels to let schools know “exactly” what is missing when a course is denied or more information is requested.
- It was suggested the group take a structural approach to review the challenges. The spring agenda should include IAI solutions for approval time, content criteria, what to include in individual and standard syllabus, how to involve upper administration so they support the transfer coordinator and other items to include 30 hour rule, D grades and tech courses.
- A semi-automated five year review will be sent to the transfer coordinator and IAI contact in the spring so please review the web for accuracy.

6.5 was reordered to 6.2 - ICCB – Brian Durham and Jennifer Timmons

- Brian Durham, ICCB, encouraged the group to take the structural approach and to form recommendations that the panels will consider.
- Brian informed the group that Arne Duncan will build on the American Diplomacy Project by implementing common state standards for high schools and that this will have implications for IAI and developmental courses at community colleges in the future.

- Brian's panels were asked to do web review only. The General Education Social Science panel met and reviewed those courses they could and will do a web review before the end of the semester for the other courses. The General Education Physical Sciences panel is going better and has been asked to provide more specific reasons why a syllabus was rejected.
- Jennifer Timmons announced 1) the Governor reinstated MAP Grants but no money had been approved; 2) new veteran's legislation requires every public school to have a coordinator for veteran affairs position by February 7; and 3) the Campus Security Enhancement Act will cover an all-hazards plan and violence prevention plans.

6.2 was reordered to 6.3 – CAS/u.select – Marilyn Marshall

- Marilyn Marshall introduced Dena Lawrence as the interim coordinator for u.select.
- She announced IMS had suspended operation but Warren can implement the Request Import for interested institutions and there is a new front page for the u.select site with the login now at the top of the page. SIUE and GSU are expected to be up in spring and WIU began this fall.

6.3 was reordered to 6.4 – IAI Implementation Advisory Council – Jess Ray

- Jess Ray reported the five year reviews would begin. The web update was covered by Krista.

6.4 was reordered to 6.5 – IBHE – Bob Blankenburger

- Bob Blankenburger announced The Public Agenda is on their website. In reviewing the facilitation of transfer and baccalaureate degree completion it was found that the most of the process is working and pathways will be developed for those that aren't – like the course review process.
- Bob mentioned the concern in the major panels is either they are not doing enough or are doing too much. IAI GECC continues to work well for the undecided student. It is an on-going process for the major panels to work better. There have been staffing issues of vacancies being filled given the budget situation that have contributed to the major panel's course review problems.
- Bob mentioned The Dual Credit Quality Act is a growing area and there is concern that courses are not meeting the same standards across the state. The evaluation of this program is Bob's responsibility.
- Bob announced the proposed associate degree for physical and life sciences along with the AES and AFA are being handled by the 30 hour rule. The acceptance of the 30 hour rule was included in the 2006 letter which is also on their website. It was suggested IBHE send a letter to the 4 year schools to see who is using the 30 hour rule.

7. and 8. – Nominations – Rita Pearson and Jim Stevenson

Marcus Brown, Richland Community College, and Joan McEneaney, Western Illinois University, were thanked for their service.

Jim Stevenson nominated Thedford Jackson (TJ), Highland Community College, for the co-chair for the 2 year schools. There were no nominations from the floor. Fred Peterson, Heartland Community College, made the motion to accept Thedford Jackson for co-chair for the 2 year schools and Keith Barns, Parkland College, seconded. Membership voted all in favor, none opposed, the motion carried.

Rita Pearson nominated Vicki Bradley, Eastern Illinois University, for secretary. There were no nominations from the floor. Alice Cowan, Danville Area Community College, made the motion to

accept Vicki Bradley for secretary and Greg Lawrence, South Suburban College, seconded. Membership voted all in favor, none opposed, the motion carried.

9. New Business - None

Lois Bishop thanked Marcus Brown and Joan McEneany for their service. She thanked ISU for the facilities and ittransfer for hosting lunch. The meeting adjourned at 2:35pm.

10. Next Meeting

Spring meeting is set for Tuesday, April 13, 2010 at ISU Alumni Center.