Transfer Credit Advisory Group Notes
July 8, 2013

• Review of previous meeting’s notes

• CAAR Projects – Wendy provided the following updates:
  o The requirement designation box to will default to ‘checked’ when students enroll. Students
    will no longer view this box which will reduce confusion.
  o The project to use requirement designators instead of a course listing is underway – goal is to
    complete this summer. This will improve accuracy with course being used in the correct GE
    areas in the CAAR.
  o Working on resolving the issue of major courses being used in GE.

• New transfer credit team updates
  o Numbers for Winter 2013 – As of today there are 207 evaluations remaining to complete for
    Winter 2013 admits. The evaluators will then begin working on the 392 summer admit
    evaluations with the goal of completing by the end of August.
  o The first email to all Fall 2013 admits was sent. The same content will be sent again in late
    August by email and letter with basic information for all transfer students.

• Transfer credit website development
  o India will coordinate the content.
  o The group brain stormed about what information and links should be included.
  o Goal is to have the website completed by the end of summer or early fall.

• Transfer credit workshop
  o The group agreed it would be a good idea to hold a workshop for all transfer students.
  o The goal is to hold the first workshop in late October after add/drop ends for fall and prior to
    enrollment beginning for winter.
  o At the next meetings will discuss content and presenters.
  o Angela will look for a date, book the room, and create a survey to capture feedback.
  o Items for upcoming meetings:
    ▪ Create a communication and flyer to advertise the event.
    ▪ Discuss content and speakers
    ▪ Create a PowerPoint and handouts for the workshop

• GE Certifications
  o It was decided that the Registrar’s office will now handle all requests for GE Certifications
    rather than AACE. They will be signed by the Registrar, Associate Registrar or Assistant
    Registrar and include the university seal.

• GE Subcommittee to examine awarding credit for military coursework
  o Sally will research the issue further with the chancellor’s office