Transfer Credit Advisory Group Agenda
January 14, 2013

• Review of previous meeting’s notes

• Finalize using current catalog year at term of entry as default for CAAR. Review, edit and move forward:
  1. procedural change e-mail for distribution to staff/advisors
  2. CAAR text change
  3. CAAR cover letter change
  4. catalog text change

• Review Miscellaneous Notes and Policy document
  1. Determine what is a policy and what is a procedure.
  2. Determine who is the “keeper” of the new spreadsheet breaking down the content for sharing with others? Draft template provided as starting point.
  3. As we review, does Nancy’s procedural chart content match up?

• Discussion Item:
  1. Is the CAAR given to a student considered binding and official? Will CSUEB will stand by it no matter what? Factors to consider are:
     a. university policy changes
     b. an error is caught – depends on the kind of error, when the error is identified, and if the error was on the CAAR sent to the student by email.
     c. student breaks enrollment – no, since catalog rights broken
     d. catalog rights change
     e. SB1440 student changes major – Sue indicated we should maintain even if they change their major.
     f. If different interpretation at graduation evaluation review

• Updates if available...
  1. Update on pre-meeting to prepare for meeting with Nursing department.
  2. Update on meeting to discuss decision making authority / interpretation consistency between transfer credit evaluators, graduation evaluators, and GE Office

• Discussion if time allows...
  1. Content assembly for the /transfercredit site – India
  2. Planning for the “understanding transfer credit in PS and MyCSUEB workshop” – India
  3. GE certifications – Angela
  4. GE subcommittee to examine awarding credit for military coursework – India