Transfer Credit Advisory Group (TCAG) Notes  
February 11, 2013

- Review of previous meeting’s notes

- Catalog Rights
  1. Verify completion of updates to CAAR (Eileen/Glen) and CAAR cover sheet (Nancy).
     Eileen reported that the same message will be seen by all students so needs to be more
     generic. Sally will edit the message and send to Eileen and Nancy for implementation on
     the CAAR and CAAR cover sheet.

- Review Transfer Credit Policy and Procedure (TCPP) Draft Document; Compare with
  Miscellaneous Notes and Policy document
  1. Review/edit subgroup’s draft merging MNP doc and other procedural transfer credit
     items into the chart.
     The group discussed the items requiring clarification, and suggested a new name for the
     document since it applies to more than transfer students: Undergraduate Student Degree
     Policies and Procedures.
     Angela will edit the document again and send to all members by e-mail for review. Goal is
     finalize the document at the next meeting, then post to the PEMSA Intranet so it’s
     accessible to any staff/faculty with Net ID login.

- Discussion Item:
  1. Is the CAAR given to a student considered binding and official? Will CSUEB stand by it no
     matter what?
  2. Update from subgroup assembling a situational list of errors, problems, or interpretation
     discrepancies for discussion
  3. As a reference, here is what was said previously regarding factors to consider:
     a. 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.
     b. catalog rights change
     c. SB1440 student changes major – Sue indicated we should maintain even if they
        change their major.
     d. If different interpretation at graduation evaluation review
        Joanna will convene meeting of the subgroup and prepare a list of issues to review
        at next meeting on March 11.

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