Transfer Credit Advisory Group Notes
June 10, 2013

- Review of previous meeting’s notes

- Review of Joanna’s list of reported issues related to the CAAR. Discussion items to consider:
  1. Is the CAAR given to a student considered binding and official? Will CSUEB stand by it no matter what?
  2. 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. catalog rights change
     d. SB1440 student changes major – Sue indicated we should maintain even if they change their major.
     e. If different interpretation at graduation evaluation review
     f. student breaks enrollment – no, since catalog rights broken

Discussion about types of errors. Wendy reported several projects (i.e. using designators vs. courses) to correct programmatic issues with the CAAR that will reduce errors. She will provide an update at the next meeting.

Students will look for green circles in the CAAR so the ultimate goal is to have an accurate product the university can consider official even when the student runs it themselves. Right now the CAAR sent out by the transfer evaluators is considered official.

Discussion of the need for graduate evaluators to review advising notes and singularity for exceptions and approvals advisors have obtained so the student receives an accurate final review.

- New transfer credit team updates
  o Communication sent with new alpha breakdown
  o Numbers for Fall 2012 and Winter 2013 Fall 2012 – approx 45 evaluations remaining and Winter 2013 has approx 470 evaluations to complete.
  o Communication to new admits – review
    A new communication is being developed to send to new transfer admits so they know what to expect in terms of the transfer evaluation, explanation of the ‘to do’ list, and other helpful information about transfer credit. Angela will send to the group for edits, then send to new student by email and letter.

- Discussion if time allows...
  1. Content assembly for the /transfercredit 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