

CSCU Transfer Council		Meeting Minutes: 2024	
DATE:	Friday: March 1 st , 2024		
TIME:	1:00 PM – 3:00 PM		
LOCATION:	Online via Teams		
Call to Order	1:00 PM		
Quorum? Y/N	Yes. 15 of 18 members present		

Attendance				
Voting Members	Name	Present	Name	Present
	Kevin Davis: SCSU Staff Rep: Co-Chair	X	Rebecca Rist-Brown: CT State S&BS: Co-Chair	X
	Peter Morano: CCSU Faculty Rep	X	Deborah Simmons: CT State A&H	Absent
	Justine Gamache: CCSU Staff Rep	X	Jim Wilkinson: CT State B&H	X
	Andrew Selig: COSC Staff Rep	X	Mehrdad Faezi: CT State E&T	X
	Lindsay O’Grady: COSC Staff Rep	X	Vacant: CT State N&AH	Vacant
	Jeff Buskey: ECSU Staff Rep	X	Vandana Basu (Interim): CT State S&Math	X
	Vacant: ESCU Faculty Rep	Vacant	Brian Kapinos: CT State Advising	X (late)
	Kauther Badr: SCSU Faculty Rep	X	Jeanette Rivera-Epps: CT State Admissions	X <i>Proxy: Mariah Thomas</i>
	Katie Lever: WCSU Faculty Rep	X	Susan Winn: CT State Registrar	X
	Debbie Zavatkay: WCSU Staff Rep	X	John-Paul Chaisson-Cardenas: CSCU Equity Council	X (late)
	Non-Voting Members	Steve Marcelynas: CSCU	X	Linda Wilder: COSC CPL
Michael Stefanowicz: CT State	X	Jennifer Barry	X	
Guests	No guests for the meeting.			

Approval of Agenda	
Agenda Item	Approval of Agenda
Discussion	▪ No
Motion Text	Motion to approve agenda
Who Motioned?	Mehrdad Faezi
Who Seconded?	Jim Wilkinson
Result of Vote	For: 15 Against: 0 Abstained: 0

Approval of Minutes	
Agenda Item	Approval of Meeting Minutes from: 02/02/24
Discussion	The minutes from the 2/2/24 meeting were approved through the online form.

Report Outs

Team	Report
Welcome	<ul style="list-style-type: none"> • Steve M. welcomed Jennifer Barry in her role as the Assistant Director for the Office of Transfer and Articulation at the System Office. She will be a great addition to the team and aid in the roll out of the STEP initiative. This is a temporary position, but there is hope that this will become permanent and other positions will be added in the future. • Rebecca R. welcomed Mariah Thomas who is serving as proxy for Jeanette Rivera-Epps for the March 1st, 2024, meeting.
Great Things Going on in Transfer	<ul style="list-style-type: none"> • Jeff B. shared that attributes were added to the Framework 30 courses. He is hopeful that this will be seamless. He did advise that a specific math will not fill, and that major/ELAC requirements cannot be 'double dipped', but other than that, it is ready to go. • Justine G. shared that the CCSU Faculty Senate approved a new general education program. In her new capacity in the Registrar's office, the lift has begun to align pathways with the general education. This will be a long process, but are big changes, as general education has not been updated in forty years. She is positive that good things for transfer students are coming. • Steve M. was able to attend the NISTS conference. The CSCU team's attendance quadrupled, and we were able to bring reps from Charter Oak, WCSU, and SCSU. The institutions were offered a \$500 reimbursement to send at least one person to this conference. In the future, the hope is to send even more reps, if anyone is interested in this, please reach out to Steve M. The conference next year will take place in February, in Portland. It was a great experience with a focus on transfer, and the WCSU rep has already begun to bring the work back and take actionable steps. In addition to the NISTS conference, Steve M. shared that he attended the second NASH NIC workgroup in California along with reps from Charter Oak and CCSU. This was another great experience. Lindsay O. added that if you have the funds, time, and/or interest, to look into this opportunity. The conference was user-led and heavily focused on networking and working with institutions that face similar challenges. She added that the attendance ranged from faculty and staff at all levels, and it was encouraging to see the work being done. Adding that, as the more we have conversations, the more we can learn when looking for solutions to problems. She advised that she highly recommended the conference and to please reach out with any questions. Kevin D. inquired if the funding will still be available next year. Steve M. advised that he hopes so, and that he will continue to advocate for funding and providing information sooner. • Andrew S. shared that he received an email from the New England Transfer Association, and their conference will be held April 10-12th in Connecticut. He is unable to attend this year, but in the past, has been a good event and may be easier to attend with the location being in state. Rebecca R. requested Andrew to send her that email/link. • Jim W. shared that they have received great feedback on the information Andrew S. shared with Asnuntuck students about COSC. This has been posted on Jim W.'s blackboard courses. There is interest in doing the same with the other institutions, specifically, CCSU and ECSU, as that is where Asnuntuck students have expressed interested. Jim W. is inquiring if they can do so, or if there all institutions would need to participate. Kevin D. advised that he cannot dictate the inclusion of all institutions but is sure the CSUs would be more than open to participating. Jim W. added that he agrees it would be pragmatic for all to be included. Kevin D. added that if a student is exposed to another institution, they may have interest that would have not been realized. Mike S. added that the institutions may offer specific programs that Asnuntuck students may be interested in as well.

Work Group Report Outs	<p>Work Group Report Outs:</p> <ol style="list-style-type: none"> 1. Course Review and Articulation – the draft policy for vote occurs after the work group report outs. 2. Data – Steve M. advised that the data workgroup met. There was discussion regarding the need have actual data rather than anecdotal stories, especially to make informed decision. The workgroup discussed the need for data and metric factors to be consistent. This discussion coincided with the release of the tracking transfer report, which provides data and metric factors. Steve M. has reached out to the institutional research team to see if the data and metric details on that report can be replicated just for the CSCU institutions. Kauther B. added that input is needed from all institutions to determine the common data definitions and how data will be shared. She inquired if she should start reaching out to her institutional IR team. Steve M. advised that they first need to develop recommendations for definitions (ex., definition of a transfer student, freshman starter, etc.). We will need to determine guidelines for these common definitions and provide those to IR for feedback. Kauther B. added that a collective effort to develop uniform definitions may be beneficial. Justine G. added that the definitions are only part of this effort, and that application of the data and definitions should be standard across the institutions (ex., correct coding). 3. Communication – Rebecca R. advised that the workgroup met last Wednesday and discussed how communication occurs at each campus. They noticed that even within CT State, campuses do not communicate the same way. Discussion continued regarding the resources that may already be available. It was through this conversation that the group found the TAP transfer website is not up to date with correct contacts. The discussion overall was eye opening and provided great resources and information. 4. Engagement – Kevin D. advised that this group would meet during the breakout group session.
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Action Items	
Agenda Item	Course Review and Articulation Draft Policy
Discussion	<ul style="list-style-type: none"> ▪ Steve M. shared the Course Review and Articulation Draft policy. He thanked the workgroup for their work and engagement on this, and it was voted on by the workgroup to bring to the transfer council for a vote. This draft is directed towards the curriculum side, and input from the faculty members on the council is encouraged. This new system focuses on comparability of courses rather than equivalency. Upon looking at the 1700+ courses in the CT State catalog, the question arose on how to break down the review in a consistent and manageable way. AACRO has developed guidelines and best practices for transfer credit mobility and is endorsed by NECHE. These standards were used in this development. <p>Steve M. reviewed the draft policy with the council. Mehrdad F. commented regarding item 2, which advises course transferability if a course is 70% comparable. He advised that he is OK with this guideline but suggested that faculty from the four-year institutions should provide input on this. Peter M. advised that 70% will work for many courses, however, there are some courses that may be an exception (ex., courses with a lab component, which is critical when determining comparability and LO). Steve M. advised that the verbiage of ‘guideline’ is important, knowing that there will be some cases where exceptions are needed, also advising that this policy will be helpful in determining where courses may need updating. Kauther B. advised that she was on the subcommittee and was an active participant. She confirmed her comfortability advocating for this policy through the appropriate channels. Steve M. also commented that this is not the final version, and that once a recommendation comes out of the transfer council, it will go to the institutions for feedback. Jeff B. shared with some folks on his campus for feedback, and accreditation was raised as a possible issue, questioning if we are following ACE strictly. Steve M. confirmed that this is not meant to replace accreditation, but rather provide best practices and enhance the standards currently in place, this is not an open door for non-accredited institutions. Lindsay O. confirmed that these are guidelines. She added that the guidelines may provide standardization and help for those that are not always the reviewer for their organization. Steve M. advised that most of the time, these moves are regarding lateral, reverse, and vertical transfer within the CSCU system, which will cut down on potential for accreditation issues. Peter M. inquired if this policy works in both directions. Steve M. confirmed that it is for all directions, and to provide all with clear consistent guidelines for transfer credit mobility.</p>

	<p>Steve M. continued the review of the policy. Under section C., it is advised that the comparable course will transfer in, if the final grade is the same or higher than the grade required for a non-transfer student. There are exceptions for major/program related grade requirements. This is helpful as currently, if a student transfers from CT State to a four-year CSU institution, a C- or better is needed, unless that student has their associate degree, in which case, a D- or better is accepted. Moriah T. inquired if this policy would require a certain number of D's to be transferred in at CT State. Steve M. advised that this may only be an issue with CT State, as if for example, a student receives a semester of D's at a four-year institution and reverse transferred, that student would need to be accepted due to their open enrollment, whereas, a four-year institution may not accept until those D's are brought up. Kauther B. inquired if students can still be admitted without those transfer credits. Steve M. advised that this section can be discussed further and amend the language. Justine G. commented that she is supportive, but there is the sticking point of acceptance of D's. Steve M. advised that this is an effort for equity, as this is already occurring from four-year to four-year. Further discussions will occur and the policy will be brought back to the council next month. Justine G. inquired if transferring in lower grades will impact SAP? Brian K. advised that it may, so that is something to consider. Justine G. added that if a student receives an F, that course can be retaken with financial aid. Lindsay O. added that retaking courses from a major is different. Financial aid allows for one course to be retaken if the student received a passing grade, those courses after will not be covered by financial aid. Kauther B. inquired on how the policy is an allowance for an influx of D's to be accepted, as if a C- is required for a course, the student would need to retake. Justine G. advised on the difference between accepting a student through the general admissions process, and the student getting accepted into their major. Steve M. added that for example, if a student is required to have a C in accounting for their major, but they received a D in that course when earning their associate degree, they would still need to retake the course for their major but would be accepted into the institution. Kauther B. advised that that is an equitable practice and that transfer students should have the same experience as a starting student. Steve M. advised that the effort is to level the playing field. Mariah T. added that for CT State, the general transfer policy is a C-. Steve M. advised that a further conversation is needed, and a specific line may need to be added regarding this.</p> <p>Steve M. concluded by stating that this is a best practice guideline and will establish a course review schedule on a three-year cycle to determine comparability and provide consistency. In response to the discussions had today, the vote will be tabled and brought back next month after further discussions are had.</p>
Motion Text	Motion to table the vote until next month after the subcommittee reconvenes and meets with CT State and Financial Aid representatives.
Who Motioned?	Katie Lever
Who Seconded?	Lindsay O'Grady
Result of Vote	For: 16 Against: 0 Abstained: 1

Parking Lot

The work groups went into break out groups for the remaining meeting time.

Meeting Adjourned

Motion Text	Motion to adjourn.
Who Motioned?	Kauther Badr
Who Seconded?	Jeff Buskey
Result of Vote	For: 14 Against: 0 Abstained: 0
Time:	2:27 P.M.
Next Meetings	<ul style="list-style-type: none"> ▪ April 5th, 2023 ▪ May 3rd, 2023