

CSCU Transfer Council
Meeting Summary
February 7, 2025

On Friday, February 7, 2025, the [CSCU Transfer Council](#) Convened for their regular monthly meeting of the 24/25 academic year. Below you will find a summary of the meeting:

1. Election of new Co-Chair appointment of new member
 - a. New Co-Chair: Lindsay O’Grady, COSC: Associate Registrar, was nominated and elected to fulfill the role for the remainder of the academic year
 - b. As of February, SCSU will be represented by Elena Forsyth, Transfer and Articulation Enrollment Coordinator
2. Work Group and Campus Report Out:
 - a. Cross Registration Work Group:
 - i. S. Marcelynas: Next meeting is scheduled for Wednesday, February 12. The group will prioritize improvements to the current process (online form, automated workflow, and updated language to current policy). Other items to address would include exploring expanding options for part-time students.
 - b. General Education Alignment Advisory Committee
 - i. L. O’Grady: The work group has met one time. Kauther is working on a draft charge and will reach out to schedule a meeting in the near future.
 - c. [STEP](#) update
 - i. Jen has been renewed for a second year to coordinate the testing of STEP
 - ii. Over 900 STEP Transfer Intent Forms have been completed
 - iii. Looking to meet with the CCS Council to explore options to incorporate STEP into CCS
 - iv. Continuing to provide a weekly Banner Report, gathering program information for the “Transfer Guide” website, and reporting structure.
 - v. Meeting with the CT State Deans Council to share STEP information and start planning CT State Campus rollout
 - d. CT State
 - i. B. Kapinos: CT State has created a new website dedicated to Transfer Planning. <https://ctstate.edu/transfer-planning> The site is live, but will wait not be promoted until they have received some additional feedback.
 - ii. Some suggestions were to include the URL on syllabi, add the URL to the MyCTState “Plan to Transfer” tile, and to add information on the General Education Transfer Credit Alignment Policy.
 - e. Charter Oak State College
 - i. A. Selig: COSC has meet their Transfer Admissions goals for the Spring. They are also noticing an increase in the discussion and outreach from GP Advisors from CT State.
 - ii. L. O’Grady: Provided and update on COSC’s participation as the first Jenzabar SIS to be added to Ithaka S+R Transfer Explorer. COSC is also advancing in their implementation of Parchment’s Data Automation Tool (AKA Raptor). They are moving into testing and have had a great experience so far.
 - f. Central

- i. J. Gamache: Welcomed Antonia Salerno to the CCSU transfer team as their first “Transfer Navigator” The transfer team now has dedicated office space and will be responsible to evaluate all credits. Central is one of the furthest along with Ithaca S+R Transfer Explorer, but feel the tool is not ready to be launched. Central is also working with Parchment to implement Raptor for data processing.
 - g. Southern
 - i. E. Forsyth: Spring transfer enrollment numbers look amazing and exceeded goals. SCSU is also moving forward with Transfer Explorer and are in the queue to implement Raptor as well.
 - h. Eastern
 - i. J. Buskey: Currently trying to schedule visits to CT State campus locations. Damali Abbenetts, Director Transfer and Transition Advising, is looking to connect with CCS 1001 instructors to visit classes to share information about Eastern.
 - i. Western
 - i. D. Zavatkay: WCSU is also working on their data transfer for Universal Transfer Explorer. Currently working on DegreeWorks updates for all programs to reflect WCSU’s new general education requirements starting in Fall 2025.
3. Action Items
 - a. Approval of last meetings [minutes](#)
 - i. Approved and posted to website
 - b. Transfer Affiliated Staff Agreement
 - i. The Transfer Affiliated Staff Agreement is intended to provide institutions with the option to enhance transfer student service by allowing eligible CSCU Staff or Faculty limited access to resources such as Advising CRM, Degree Audit platform, parking, Wi-Fi, and the like.
 - ii. The draft agreement was presented for discussion and feedback
 - 1. Initial feedback highlighted: how to you limit who is awarded such status, what type of access will be allowed, providing notes can be beneficial, how will this fall into established process?
 - iii. Edits to the draft agreement will be made based on feedback received and further action will be tabled until a new version is reviewed.
4. Discussion
 - i. J. Buskey: Noticing that ECSU has been receiving a number of CT State student transcripts that are missing grades
 - ii. J. Wilkinson: Brought up his statement draft to include on syllabi at CT State. It was suggested that the CT State Transfer website be added to the language.
 - iii. D. Simmons: Established connections to the 4yr institutions to assist with course review and articulation.

The Transfer Council meets virtually every first Friday of the month from 1-3pm. Questions, comments, or items to address should be directed to your institution’s Council Representative. Membership can be found on the CSCU Transfer Council website, <https://www.ct.edu/ota/council>.