

A COMMISSION OF
THE
WASHINGTON
COUNCIL

for High School-College Relations, Inc.
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INTERCOLLEGE RELATIONS COMMISSION

**Spring 2011 Meeting Minutes- Draft
April 14-15, 2011**

HOSTED BY: Big Bend Community College

Thursday, April 14th

Introduction/Opening Session

- Vice chair of the ICRC executive committee, Debbie Crouch called the meeting to order at 1:00 p.m. Jeanne Gaffney was absent due to illness. Debbie read a statement of thanks from Jeanne to the membership and executive team for their commitment of to ICRC and transfer.
- Dr. Bill Bonaudi, President of Big Bend Community College welcomed ICRC members to the campus.
- Housekeeping- Cathy Lacher gave directions to Bob Mohrbacher's home for a reception and a list of restaurant suggestions for members interested in dinner after the reception.
- Members in attendance and guests introduced themselves. There were university and community college representatives from 33 respective WA institutions.
- The fall 2010 ICRC meeting minutes were approved as presented.
- Secretary/Treasurer Vicki Howell-Williams reported that the ICRC account held \$8219.03 before expenses and dues for the current spring meeting.
- Craig Lewis, Member at Large circulated the question box, explaining that questions would be read, discussed and answered during Friday morning's meeting.

Reminders and Announcements -

- Debbie announced that because WA legislatures were in session that several agency members would not be able to attend. Mike Riley, from the Council of Presidents will present his report by ITV.
- Debbie Crouch reminded members that the ICRC will have an opening on the executive council for a member at large and several openings for the OAR committee and invited members to consider volunteering for one of these positions.
- The executive members have set tentative dates for the fall and spring meetings, October 13 -14, 2011 and April 12 -13 2012. Debbie asked the membership to consider

hosting one of the meetings and to confirm the location and date for the upcoming meetings for the next academic year during our meeting on Friday if possible.

- Several members suggested that the fall meeting occur on the east side and the spring meeting on the west side due to members who may need to be available to attend the legislature and senate sessions.

ICRC related Committee Reports/Discussions- Commission Reports

- **Washington Council for High School Relations (WCHSCR)**-Wanda Curtis
- The WA Council handbook is now available by Print on Demand. Wanda said there were significant changes in the Council Handbook. There were 29 institutional members who paid for a two page spread in the Council Handbook.
- The Council workshops and the College Planning Days were a success.
- WSCHR offered high school students who were unable to afford travel to fairs bus passes. Attendance and participation at the 8th grade planning day has been growing significantly.
- Curtis reported that WCHSCR has a new treasurer, Wendy Peterson
- ICRC members gave Wanda Curtis a heartfelt round of applause and thanks for her twenty plus years of service as a representative to ICRC. Lisa Garcia Hanson is now the ICRC representative for UW Tacoma.

Ongoing Articulation Review (OAR) Committee – Jerad Sorber

OAR and BI Review Updates

- Jerad thanked the outgoing members Socorro Trapp, Nancy Mullane, Joan Sarles and Craig Lewis.
- Nancy Mullane will be retiring from OAR after decades of service to OAR. Members thanked Nancy for her tireless dedication and leadership.
- OAR completed reviews of Whatcom CC, Clark College, Columbia Basin College and Big Bend Community College.
- The OAR Committee has received BI reports from Central Washington University, Eastern Washington, The Evergreen State College, Gonzaga, Seattle Pacific University, Trinity Lutheran, Seattle University, University of Puget Sound, and Whitworth. UW Tacoma said their report is complete but it has not been made available to OAR yet.- OAR members believe that there was great candor in the reports. They will compile the BI report responses and share trends with ICRC members. Some ICRC members expressed a desire to push toward greater transparency for all reports.
- On Friday there will be discussion about the OAR’s recommendations to cc’s and follow-up from the reports.
- The Community Colleges to be reviewed this year and the deadlines for submission of the materials for the review are:

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	Due to OAR	Review Meeting
Green River	Mon. October 3	Thursday, Oct. 13 (at ICRC meeting at Gonzaga)
Lower Columbia	Mon. Nov. 7	Friday, Nov. 18 (phone conference)
Peninsula	Mon. Jan. 23	Friday, Feb. 3 (phone conference)
Wenatchee	Mon. Feb. 20	Friday, March 2 (phone conference)
Gray's Harbor	Mon. April 2	Thursday. April 12 (at ICRC meeting at Evergreen)

Agency Reports

Higher Education Coordinating Board (HECB) – Jim West

Jim said that there is an increasing demand for financial assistance among WA neediest students. Unfortunately, many student financial needs will go unmet due to HECB's 6.3 % reduction in funding.

Legislative Updates

- **House Bill 1477** bill passed. Introduced by Rep. Schmick, authorizes the Board of Trustees at Eastern WA University to offer educational specialist degrees.
- **House Bill 1586** authorizes research universities in WA to develop doctoral degree programs at their branch campuses.
- **Senate Bill 5664** changed Lake Washington Technical College to Lake Washington Institute of Technology.
- **Senate Bill 5136** Under Puyallup Senator Jim Kastama's bill, the state would partner with Western Governors University, a nationally recognized nonprofit independent, self-supporting online university, to offer and increase baccalaureate degrees to Washington state students. This college is fully accredited and would provide access to online competency based programs and seeks to increase enrollment to all WA students including dislocated and place bound students.
- Jim said there is a proposal to eliminate the HECB and transfer its responsibilities to two new state agencies. It is contained in [2SSB 5182](#), is on the Senate floor calendar.

Other HECB News

- Communications in the DTA proposal will go to the Instruction Council for final approval. There are no updates to report for the Math in the DTA proposal.
- Jim said that the advising GPS has not progressed due to a lack of funding.
- Provided general overview of the Transfer Network's website. There are over twenty organizations in WA State that work on transfer related issues. This website will house each group's minutes and help us learn what each group is doing
- The Transfer and Articulation Biennial Report is complete and now available. It was revised to address the following questions: Did students transfer and are they successful after they transfer? Report revealed that 72 percent of students complete their BI degrees within 3 years of transfer.
- The Business DTA workgroup will meet at UW Seattle on May 6 .
- Jim announced **that WICHE is working to develop data protocols in order to provide a clearer idea of mobility in our states along with improving access to higher education.**

Council of Presidents Reports (COP) – Mike Riley

- Mike Riley gave an overview of the current 2011 legislation that would impact transfer. SSB 5442 requires the development of three-year accelerated baccalaureate programs. Permits state and regional universities and the Evergreen State College to develop accelerated BI degree programs that allow qualified student to obtain a degrees Requires that qualified students in such programs must be allowed to begin course work within their academic field during their first term or semester enrollment. Requires the universities to HECB for approval for accelerated programs. The Governor signed this bill on 4/18/2011.

- Mike said the House and Senate will work to reconcile the differing versions of ESHB 1087 to come up with a final state operating budget for the 2011-13 and the remainder of 2009-2011.

ICRC Executive Committee Report

- The contact lists for the Academic Summary Reports have been updated and is posted on our webpage.

Introduction of Speaker

Debbie Crouch introduced the speaker.

Professional Development Speaker Presentation by Louise Hoxworth, System Director, Collaboration and Transfer Minnesota State Colleges and Universities –*Louise's Hoxworth's Power Point is available on the ICRC website*

http://www.washingtoncouncil.org//ICRC%20Spring%20Meeting%202011/Transfer%20in%20Minnesota_1.pdf

- The membership expressed that Ms. Hoxworth's presentation was extremely informative and helpful as we consider how to strengthen and improve transfer in WA State.

Small Group Discussion –What have we learned from Louise Hoxworth's presentation about Minnesota's transfer practices and policies? What policies and practices could we consider implementing in WA state to improve transfer? What other questions or suggestions do you have?

Debbie Crouch facilitated the discussion. Members were asked to form four small groups and report out there discussions. Here are the responses from the four groups:

- Improve communications between key internal and external constituencies and advising- perhaps offer an annual transfer conference with evaluators and faculty advisors attend the same conference. Consider break-out sessions for targeted groups and discussions.
- There is a distinction between how the registrar and registration office, admissions, and advising handles transfer issues.
- Where does "transfer buck" stop? Who should be the Transfer Liaison at each college?
- How can we facilitate and coordinate on the 1st-year certificates?
- Can ICRC members collaborate and publish a template to guide students with their preparation for transferring by offering a comprehensive view of required courses at the various institutions? Would it be worthwhile?
- Transfer degrees are not necessarily all or nothing propositions. It is possible to use DTA as reasonable alternative to MRP or to effectively use a portion of a DTA or an MRP to effectively transfer.

- Some transfer issues can be addressed with technology: We could use a central site to present statewide transfer information, to reinforce a standard vocabulary so all parties have a common language when addressing transfer issues; and to allow colleges to indicate the transferability of their courses.
- Provide a formal appeal process at the college and state level.
- Consider discipline based evaluations rather than equivalency based.
- We need a system -wide equivalency database.
- Adopt the same academic calendar.
- Provide continuation of data collection and dissemination at the state level.
- Make College Source/TES a statewide purchase.
- There is no institution to mandate or enforce policy. One member suggested that there appears to be reluctance to do so.
- Extend reciprocity agreements to 4-year schools.
- One group discussed one-year general education course pattern- potential of transferability of courses as separate discussion from admission-Who would mandate the curriculum?
- We need better communication and accuracy in cc and university websites.
- Statewide training for folks who do evaluations and advising- develop best practices.
- Group members liked Minnesota State's curriculum goals and outcomes; it offered detailed descriptions vs. our areas of knowledge.
- Consider publishing course outlines or syllabi in a uniform manner on each campus.
- There was a suggestion that ICRC move away from solely a role of communication to also a role of enforcement/mandating for DTA violators similar to the role in Minnesota.
- Statewide central location for specific web links directly to relevant sites at colleges.
- We need common GURs, as there are too many provisos.
- Improve technologies-common warehousing of records, equivalencies catalogs, and other data.
- We need to consider a common registration process at each level.
- Implement state requirements for records and retention.

The vice chair adjourned the general session for 4-14-2011 ICRC meeting at 5:30 p.m.

Friday, October 15th

Resumed Meeting Session - Susan Poch, Past Chair

- Susan welcomed members back and called the meeting to order at 8:15 a.m.
- Debbie circulated the question box.

Definition of Substantive Change for the Statewide Transfer Associate Degree Agreements- HECB Susan Poch

- Members suggested changes to the current definition: “Significant change” means a change in lower-division course requirements for admission to a baccalaureate degree program or institution that could negatively impact a community and technical college student’s likelihood of admission. **ICRC members suggested the following revision to the definition, “Significant change” means a change in lower-division course requirements for admission to a baccalaureate degree program or institution that could impact a community and technical college student’s likelihood of admission and increase students’ progress and time to degree (within the major).**

Process for Revisions and Changes

The executive committee asked the ICRC membership to review JAOG’s suggestions and additions for clarifying the current policy for “significant changes” to the ICRC handbook. ICRC members were asked to discuss and provide feedback to JAOG. Many of our members are practitioners and need to understand and implement the language expressed in the handbook. Members provided suggestions for revisions to the language that may provide further clarification. JAOG will consider these recommendations at their May meeting.

- Members suggested that it would help faculty, administrators and other practitioners to have focused examples of significant changes that illustrate the above definition.
- One member suggested that it is important for BI’s to think about ripple effects of major related curriculum pre-requisites.
- Include in item # 3 revisions notifications to JAOG.
- Request that item # 4 identify who is the point of contact for communications about significant changes at each school.

Ongoing Articulation Review (OAR) Report Discussion

Some OAR volunteers expressed concerns that a few community colleges have exactly the same issues to the DTA after several years of OAR reviews. SBCTC has asked that ICRC discuss this issue and provide feedback to them. There were questions from SBCTC and members of ATC if the OAR report should be passed on to another group for possible oversight and enforcement. There was a lengthy discussion about these concerns.

- One member expressed that failure to comply with the guidelines of the DTA by a few community colleges could significantly impact perceptions about the integrity of the

DTA not to mention compromise students' successful course transfer. One member suggested that if changes are not made by these colleges, then their students should not be allowed to get the DTA.

- An OAR member expressed that most do not want a DTA sinner's or violator's list? However, it is important to have integrity and consistency within the DTA.
- OAR members shared that the majority of cc's are using the suggestions of the OAR report to make changes. For most schools participating in this process, this confidential process of reviewing materials and documents for the DTA and providing recommendations has resulted in institutions making needed changes and successful transfers for students pursuing the DTA.
- One BI member reported that while conducting an official evaluation of a student's transcript a D- grade was given to a student receiving the AA/DTA for an elective course within the DTA. In addition she mentioned that in another case, a "D" grade on listed on one local student's transcript as 0.9 and the student was awarded elective credit from that community college toward the AA/DTA. Her institution could not award credit in those cases. These examples were both a violation of the ICRC guidelines.
 - Nancy Mullane asked if we could request that all ICRC member institutions respond to the suggestions in the ICRC report. Members agreed that this may be the best way to resolve this, at least initially. We agreed to provide this feedback and recommendation to SBCTC and JAOG. We acknowledge that JAOG and SBCTC could require more oversight.

Articulation and Transfer Council-Mike Flodin

Mike Flodin reported that ATC members approved common course numbering for courses within the Aviation Maintenance Technician (AMT) professional-technical program. Faculty from Everett, South Seattle, Big Bend, Spokane, and Clover Park met several times and aligned a suite of 31 courses that will be signified by the ampersand.

- ATC voted to approve the Communications in the DTA proposal. It will now go the Instruction Council for a vote.
- ATC continues to work on creating math alternative pathways for completion of college level Quantitative Skills for students depending on their degree goals.

Call for Unfinished Business-

- In addition to bringing in professional development speakers, members also discussed how extra funds from our treasury could be spent to assist members with travel expenses to the meetings who are unable to attend due to budget restraints. Volunteers will be needed to establish the criteria and guidelines for the scholarship proposal.

Call for New Business

SB 5915

Susan facilitated a discussion on the SB 5915 section 9, chapter 28B.10 and Sec 10. Members discussed how ICRC could be proactive by providing feedback to constituencies about the

following bill: Members of the executive acknowledge that this bill could have important transfer implications for students. An update to the ICRC handbook would likely need to occur.

1. The community and technical colleges, jointly with the four-year institutions of higher education, must develop a list of academic courses that are equivalent to one-year's worth of general education credit and that would transfer for that purpose to any other two or four-year institution of higher education. If a student completes one-year's worth of general education credits, that student may be issued a one-year academic completion certificate. This certificate shall be accepted at any transferring two or four-year institution of higher education.
2. Each institution of higher education must develop a minimum of one degree within the arts and sciences disciplines that can be completed within the equivalent of ninety quarter upper division credits by any student who enters an institution of higher education with junior status and lower division general education requirements completed.
3. Each four-year institution of higher education must publish a list of recommended courses for each academic major designed to help students who are planning to transfer their course of study.
4. The requirement to publish a list of academic courses under this section does not apply if an institution does not require courses or majors to meet specific requirements but generally applies credits earned toward degree requirements.

Section 10: A new section is added to chapter 28B.50, 19 RCW to read as follows:

- (1) (a) Community and technical colleges must identify and publish in their admissions materials the college level courses that are recognized by all four-year institutions of higher education as transferring to the four-year institutions of higher education. Publication of the list of courses must be easily identified and accessible on the college's web site.
(b) If a four-year institution of higher education does not require courses of major for transfer, the community and technical college must identify and publish the transfer policy of the institution in their admissions materials and make the transfer policy of the institution easily identifiable on the college's web site.
- (2) Community and technical colleges must create a list of courses that satisfy the basic requirements, distribution requirements, and approved electives for:
 - (a) A one-year academic completion certificate as provided for under section 9 of this act; and
 - (b) A transferrable associate of arts or sciences degree as provided for under section 9 of this act.
- (3) To the extent possible, each community and technical college must develop links between the lists in subsections (1) and (2) of this section and its list of courses, and develop methods to encourage students to check the lists in subsections (1) and (2) of this section when the students are registering for courses.

Cathy Lacher said Eastern Washington University has a one-year general education certificate. The membership is encouraged to talk with our academic bodies and continue to provide feedback on the one-year certificate and three year BA degrees.

Nomination of ICRC Executive Committee Member at Large and other leadership changes within ICRC

- Keith Klauss was elected as Member at Large.
- Current chair Jeanne Gaffney will be taking personal leave beginning June 2011 through September 2011 and will therefore be unable to serve out her final term as past chair of the Executive Committee. Members thanked Jeanne for her dedication and tireless leadership to ICRC and student transfer. Members wished Jeanne the best on her new addition to their family.
- Susan Poch has kindly agreed to serve another year as past chair. We are very fortunate to have Susan's continued leadership and wisdom.
- Craig Lewis will be serving as secretary-treasurer of ICRC for the upcoming academic year and have signatory responsibility for ICRC. Michael Brandstetter is no longer on the executive committee for ICRC. Debbie Crouch will be serving as chair of ICRC and Vicki Howell-Williams as vice chair.

Call for Formal Recommendations

Members recommended that the JAOG's new revisions for significant changes be included in the appendices of the ICRC Handbook.

Question Box

Members submitted a variety of questions and topics for the question box.

Upcoming ICRC meetings:

Fall 2011 Meeting, October 13-14, Gonzaga University

Spring 2012 Meeting, April 12-13, The Evergreen State College

Adjournment

The Vice Chair adjourned the meeting at 5:20 p.m.

Respectfully submitted by Vicki Howell-Williams, ICRC secretary/treasurer