



TRANSFER AND ARTICULATION OVERSIGHT COMMITTEE

Meeting Agenda

November 17, 2011

10:00 AM - 12:30 PM

Dixon University Center

Harrisburg, PA 17110-1201

Remote Locations: CC of Beaver County, IUP, Montgomery CCC

Conference Line: 717-787-6164

- 1. Roll Call**
- 2. August 18, 2011 Meeting Notes**
- 3. November 2011 Updates & Announcements**
- 4. Implementing Statewide Program-to-Program Articulation**
 - a. ACTION ITEM: Recommendation from Steering Committee to base student verification for statewide program articulation on students' "effective graduation date" rather than the institution's "effective implementation date".
 - Students graduating with an associate of arts or associate of science degree from a participating institution regardless of the program, are eligible to transfer under statewide program-to-program articulation starting with the effective graduation date.
 - Two-year institutions (and four-year institutions that offer parallel associate degrees) would indicate the "effective graduation date" at the same time they identify the articulated degree program.
 - Institutions would provide the following data elements in the Statewide Articulation Database on PA TRAC:
 - Associate-Degree Institutions
 - Institution Name
 - Name of Articulated Associate Degree(s) (i.e., Administration of Justice)
 - Award Type (i.e., AA, AS)
 - Effective Graduation Date
 - Bachelor-Degree Institutions
 - Institution Name
 - Name of Parallel Bachelor Degree(s) (i.e., Criminal Justice)
 - Award Type (i.e., BA, BS, etc.)
 - Effective Matriculation Date
 - Students, advisors, faculty and the public would then access the information by use a searchable dashboard on PA TRAC.

See Oct. 20th TAOC Steering Committee Meeting Notes (p. 4).

See Recommendation from TAOC Ad Hoc Committee (p. 8-9).

- b. ACTION ITEM: Recommendation from Steering Committee to have participating institutions agree to the following statement:
During the transition to the effective dates of the various statewide program-to-program agreements, the participating institutions will strive to be student-centered and make the transfer of credits as seamless as possible for students.
- c. Timeline/Process for Implementing Statewide Agreements Approved *Prior to August 31, 2011* – See p. 10.

Fourteen statewide program-to-program agreements were approved by TAOC prior to Aug. 31, 2011, and must be effective at the participating institutions by Fall 2012.

- Biology
 - Business
 - Chemistry
 - Computer Science
 - Earth Science
 - English
 - Mathematics and Statistics
 - Environmental Geoscience
 - Geology
 - Meteorology
 - Physical Oceanography
 - Physics
 - PK-4 Education
 - Psychology
- d. Clarification: The transfer legislation specifically indicates the transfer of Associate of Arts (AA) and Associate of Science (AS) degrees into parallel bachelor degree programs. The only exception is in the field education. In education an AA, AS or Associate of Applied Science (AAS) may be identified as the articulated associate degree as long as the degree program meets all of the requirements prescribed in the related articulation agreement.

5. Program Articulation Committees

- a. ACTION ITEM: Recommendation from Steering Committee to allow the Business Agreement to serve as the primary articulation pathway for Economics and to use advising statements to help students understand their options.

The recommendation from the Economics PAC is included in the Oct. 20th TAOC Steering Committee meeting notes. See p. 5-6.

- b. Updates from PAC TAOC Reps
- i. Art – Yun Kim, East Stroudsburg
 - ii. Communications – Ginny Carter, Delaware CCC
 - iii. Criminal Justice – Ted Nichols, Penn Highlands
 - iv. Environmental Science – Inno Onwueme, IUP
 - v. Geography – Ron Young, HACC
 - vi. History – Wade Davenport, Reading
 - vii. Modern Languages – Barbara Lyman, Shippensburg
 - viii. Music – Stan Komacek, California
 - ix. Political Science – Karyn Sproles, Carlow
 - x. Social Work – Darla Coffey, West Chester
 - xi. Sociology – Mary Frances Archey, CCAC
 - xii. Theatre – Jill Murray, Lackawanna
 - xiii. 4-8 Education – Phil Ginnetti, Edinboro
 - xiv. Secondary Education – Francie Spigelmyer, Butler
- c. Important Dates
- i. December 2 – PACs submit 2nd Draft to TAOC for review
 - ii. December 2-9 – TAOC members submit comments on 2nd Draft

iii. December 16 – PAC submits Final Draft to TAOC for vote

6. **ACTION ITEM:** Recommendation from Steering Committee to form two standing subcommittees in Spring 2012:
 - Framework Subcommittee to review the 30-Credit Transfer Framework and issues related to it.
 - Assessment Subcommittee to evaluate and assess effectiveness.

7. **DISCUSSION ITEM:** Develop various ways to educate all stakeholders on statewide program articulation.
 - a. Who needs to be educated?
 - b. Mode of delivery?
 - c. Topics?

8. **Next meeting: Thursday, December 15, 2011 – Harrisburg, IUP, Beaver, Bucks, Clarion**

TAOC STEERING COMMITTEE

Meeting Notes

October 20, 2011

10-11:30 AM

Duncan Hall Rm 221

Dixon University Center, Harrisburg, PA

1. **Attendees:** Darla Coffey, West Chester; Pete Skoner, St. Francis; Judy Gay, CC of Philadelphia; Jeff Focht, Northampton CC; Diane Bosak, PA Commission for Community Colleges; Kathleen Howley, PASSHE; Julie Kane, PDE
Unable to Attend: Ira Blake, Bloomsburg; Bill Williams, Slippery Rock; Francie Spigelmyer, Butler CCC; Jill Hans, PDE

2. **ACTION ITEM: Proposed Student Verification Process from Ad Hoc Committee**

Background: TAOC asked an ad hoc committee to consider and recommend a process for verifying students who have completed a statewide articulated associate degree.

Ad Hoc Committee Recommendation:

- Student verification is based on students' "effective graduation date" rather than the institution's "effective implementation date".
- Two-year institutions (and four-year institutions that offer parallel associate degrees) will indicate the "effective graduation date" at the same time they identify the articulated degree program.
- Students graduating with an associate of arts or associate of science degree from a participating institution regardless of the program, are eligible to transfer under statewide program-to-program articulation starting with the effective graduation date.
- The Statewide Articulation Database on PA TRAC should include the following fields:
 - Associate-Degree Institutions
 - Institution Name
 - Name of Articulated Associate Degree(s) (i.e., Administration of Justice)
 - Award Type (i.e., AA, AS)
 - Effective Graduation Date
 - Bachelor-Degree Institutions
 - Institution Name
 - Name of Parallel Bachelor Degree(s) (i.e., Criminal Justice)
 - Award Type (i.e., BA, BS, etc.)
 - Effective Matriculation Date
- Students, advisors, faculty and the public will be directed to the Student View to minimize confusion. Consider renaming the Student View accordingly.

Discussion:

- This solution is only needed for the 2 years in which statewide agreements are being phased-in at the institutions and colleges/students are new to the concept.
- The success of statewide program articulation depends upon vertical education – appropriate information needs to get to the appropriate people at levels of the college. TAOC must find ways to educate people before the first wave of agreements are implemented in fall 2012.
- The ad hoc committee's recommendation will solve one of the pieces of implementation.
- Is there the potential for students falling through the cracks? How will we handle complaints
- TAOC should make a statement that each institution will agree to ensure that students' needs are being met.
- If a college has a degree in the program of study, the goal is to maximize the opportunities available for students.

STEERING COMMITTEE RECOMMENDATION TO TAOC:

- **Accept the Ad Hoc Committee's Recommendation.** [See full memo on pg. 6-7]

- **Develop various ways to educate all stakeholders on statewide program articulation.**
- **Agree to the following statement:** “During the transition to the effective dates of the various statewide program-to-program agreements, the participating institutions will strive to be student-centered and make the transfer of credits as seamless as possible for students.”

3. ACTION ITEM: Proposed Institution Verification Process

Background: As of August 31, 2011, TAOC approved thirteen statewide agreements. These agreements must be effective by Fall 2012. Approved agreements are posted on PA TRAC. PDE emailed TAOC members with links to the agreements in August.

TAOC decided to allow participating institutions to determine which of their programs meet the requirements of each statewide articulation agreement. TAOC members and faculty/personnel from 2- and 4-year institutions have been contacting PDE for more direction. They want to know what they should be doing on their campuses right now and the timeline for doing it.

Proposal from PDE: Provide TAOC members with a step-by-step process (with deadlines) for identifying articulated associate degrees and parallel bachelor degree programs at their institutions and in PA TRAC.

Discussion:

- PDE created a database on PA TRAC where institutions will identify their articulated degree programs to students, other institutions and PDE.
- Statewide program articulation includes the transfer of AA and AS degrees only, except in education where an AAS is permitted. PDE will clarify with TAOC at the November meeting.
- How are colleges reviewing degree programs and identifying any gaps? Are they using a form of curriculum mapping or an articulation matrix?
- Knowing where competencies are embedded in the associate degree would help with implementation and advising at the 4-years. It would also allow an institution to establish transfer course equivalencies, which is needed when a student transfers without an associate degree or a student changes majors. We need to be as clear with students.

STEERING COMMITTEE RECOMMENDATION:

- **Provide TAOC with an implementation timeline.** See page 3.
- **Discuss implementation issues with TAOC at Nov. 17th meeting, including course-by-course equivalencies and curriculum mapping.**

4. ACTION ITEM: Recommendation to Amend Business Agreement to Include Economics

Background: Judy Gay is the Economics PAC TAOC rep. The co-chairs are Phillip Letting from HACC and Mike Gumper from Millersville

Economics PAC Recommendation: The Econ PAC recommends amending the approved Business agreement to include Economics for the following reasons:

- Students typically use an AA or AS in Business to transfer into a bachelor degree in Economics.
- According to the Program Search on PA TRAC, no participating college offers an AA or AS in Economics.
- The foundation-level requirements for a bachelor degree in Econ (regardless of the degree type) are the same as those outlined in the approved Business agreement.
- Two-year institutions think a separate agreement in Economics means they need to create an associate degree for Economics, which is not the case.

Discussion:

- PASSHE offers various major options for students looking to pursue economics. Students can obtain a B.A. or B.S. in Economics or can focus their economic training to an area of business, politics and math. The solution would appear to suggest an option within the Business P2P as well as the Math P2P and Political Science P2P. [See list on pg. 10]

- Our Economics program is part of the School of Business, so this is how we were going to do it anyway. However, since Economics is located in departments other than Business, “tracks” or “options” under other programs of study is a good idea. That would require an amendment to the Math agreement and the Political Science PAC should be informed now, as they are in process.
- I would choose flexibility in this instance. Typically, students only have Macroeconomics and Microeconomics which typically transfer under the agreement.
- Including economics in the business agreement would meet our needs and be simpler than developing a separate agreement. The approved business agreement already includes most of the courses from the first two years for economics. The exceptions for our economics program are calculus and two major economics courses that our students take as sophomores or juniors. Transfer students with an associate degree, or from another four-year institution, who have completed most of the courses already in the business agreement can complete all three of those other courses in the third year and still graduate in two full years with an economics major. Given that, I would agree to accept the recommendation of the Economics PAC.
- The PAC’s recommendation is certainly the most flexible option and should work. There is a conversation going on among TAOC members about colleges in which economics is in the business department or social sciences, but I have not heard of transfer issues in the past so I think this approach should still work.
- None of the community colleges has a degree program in economics and none appear to be planning to create one.

STEERING COMMITTEE RECOMMENDATION TO TAOC:

- **Allow the Business Agreement to serve as the primary articulation for Economics, but without amendment.**
- **Use advising statements such as the one below to help students understand their options:**
Students planning to pursue Economics have various major options at the participating colleges and universities. Students can obtain a bachelor degree in Economics or they can focus their economic training in a related area such as Business, Political Science or Math. For this reason, students should work closely with an academic advisor to select the transfer pathway that meets their specific interests. All students planning to major in Economics are advised to complete Microeconomics and Macroeconomics as part their articulated associate degree.

5. DISCUSSION ITEM: Issues Related to Transfer Credit Framework

Background: In August TAOC referred several issues related to the Transfer Credit Framework to the Steering Committee for consideration.

- Should the Transfer Framework be included in every AA or AS degree offered by a participating institution?
- How can additional titles be added to the Framework?
- Should the Framework standards be reviewed and revised? If so, what is that process?

STEERING COMMITTEE RECOMMENDATION TO TAOC:

- **Form a new subcommittee of TAOC to review the Framework and issues related to it.** The subcommittee should follow the current subcommittee model, which includes representatives from all TAOC sectors. TAOC should consider including the current Subcommittee co-chairs as well.

6. DISCUSSION ITEM: TAOC Priorities & November 17 TAOC Meeting Agenda

- **Priorities:**
 - Through December 31, 2011, TAOC should focus on developing the remaining statewide agreements and working with their campuses to implement the agreements approved by TAOC prior to Aug. 31, 2011.
 - During the spring semester, TAOC should focus on the following:
 - Identifying articulated degree programs in PA TRAC.

- Addressing implementation concerns related to statewide articulation.
- Educating their campus communities at all levels on statewide articulation.
- Forming a Framework Review Subcommittee.
- Forming an Assessment Subcommittee.
- **Nov. 17th Agenda items:**
 - Steering Committee Recommendations
 - PAC Updates

7. Adjourned at 10:25 AM.

TO: TAOC Steering Committee
FROM: TAOC Ad Hoc Committee on Statewide Articulation and Student Verification
DATE: October 19, 2011
RE: Recommended Process for Student Verification and Institutional Implementation

The TAOC Steering Committee is asked to consider the following recommendations from the TAOC ad hoc committee concerning the verification process for students and institutions affected by statewide program articulation.

Background

Since October 2010, TAOC members have been debating how an institution should indicate to a student and another participating institution that a degree program meets the requirements of statewide articulation.

In June, TAOC asked an ad hoc committee consisting of representatives from all three sectors to discuss the issue in more detail and return to TAOC with a recommendation.

Committee members included:

- Jill Murray, Lackawanna College
- Tom Gregory, Penn College of Technology
- Diane Bosak, PA Commission for Community Colleges
- Vicki Bastecki-Perez, Montgomery Cty CC
- Cindy Doherty, HACC
- Joe Santivasci, West Chester
- Emily Wagner, Kutztown
- Kathleen Howley, PASSHE
- Julie Kane, PDE

Ad Hoc Committee Discussion

The Ad Hoc Committee allowed the following principles to guide their discussions:

1. The student verification process should not serve as an additional barrier to transfer for articulated students.
2. The student verification process should not cause unreasonable administrative or financial burden to 2-year institutions.
3. The student verification process should minimize confusion and the administrative burden to 4-year institutions receiving students with statewide articulated associate degrees.

Based on the 13 agreements approved thus far, committee members indicated minimal modification was needed to align most existing AA and AS degrees to the agreement standards. For the most part they observed institutions simply adding competencies to existing courses that were already transferring among the institutions and counting toward a bachelor degree.

Agreements developed before August 31, 2011, must be effective by Fall 2012. Agreements developed prior to June 30, 2012, must be effective by Fall 2013.

The Ad Hoc Committee considered the “effective start date” to be the catalog year of the articulated degree program. They found this to be confusing since most students don’t pay attention to their program start date or the catalog year they fall under.

Other points of consideration:

- A common naming convention for statewide articulated programs is not feasible as long as institutions have the right to name degree programs and determine degree types.
- Requiring students to request special documentation when transferring to a participating institution is a barrier to transfer and a burden to the 2-year institution.
- Two-year institutions are not prepared administratively or financially to add an articulation designator to student transcripts.

- Student verification is primarily needed to get us through the two years in which statewide program-to-program is being phased in. Once all of the agreements are implemented and students and institutions become familiar with the articulation system, there be less need for individual student verification. Colleges and the public will know which associate degrees qualify and which ones do not.

Institutions will post their articulated degree programs and related information on PA TRAC. The Statewide Articulation Database has one view for students and another for administrators.

Committee members found value in this database for both students and institutions, but worried that too much information could cause undue confusion, especially if “effective start dates” are included.

Recommendation

Therefore, Ad Hoc Committee makes the following recommendations:

- Student verification is based on students’ “effective graduation date” rather than the institution’s “effective implementation date”.
- Two-year institutions will indicate the “effective graduation date” at the same time they identify the articulated degree program.
- Students graduating with an associate of arts or associate of science degree from a participating college, regardless of the program, are eligible to transfer under statewide program-to-program articulation starting with the effective graduation date.
- The Statewide Articulation Database on PA TRAC should include the following fields:
 - Associate Degree Institution
 - Name/Type of Associate Degree
 - Effective Graduation Date
 - Bachelor Degree Institution
 - Name/Type of Parallel Bachelor Degree(s)
- Students, advisors, faculty and the public will be directed to the Student View to minimize confusion. Consider renaming the Student View accordingly.

Rationale

- A “graduation date” is understandable to students and institutions.
- Individual Student Verification is only needed during this time of transition to statewide program articulation.
- This solution could result in some students receiving undue benefits. However, as long as institutions aren’t making huge program changes, it will allow a majority of transfer students to transfer successfully with minimal impact to the receiving institutions.
- This solution meets all three of the committees guiding principles.

Implementation Timeline for Agreements
Approved by TAOC prior to August 31, 2011 & Effective Fall 2012

ALL Participating Institutions	
Action	Deadline
1. TAOC Member assigns <u>one</u> Point of Contact (POC), <i>plus one alternate</i> , at the institution to be responsible for posting and maintaining the institution's Statewide Articulation information in PA TRAC.	Wednesday, November 30, 2011
2. TAOC Member sends the POC's name and contact information to PDE.	
3. Primary and Secondary Statewide Articulation POCs attend a 1-hour webinar hosted by PDE/AcademyOne to learn how to upload information to the Statewide Articulation database.	Dec. 5-21, 2011
4. Upon completion of the instructional webinar, AcademyOne creates user accounts for the Primary and Secondary Statewide Articulation POCs.	Friday, January 6, 2012
5. Statewide Articulation POC enters required information into PA TRAC.	Jan. 1 – Aug. 1, 2012
6. Statewide Articulation Database on PA TRAC goes live. (Information submitted prior to March 1 will be hidden from public view. Information submitted after March 1 will be real time.)	March 1, 2012
7. Deadline for identifying the following articulated degree programs in PA TRAC: <ul style="list-style-type: none"> • <u>Biology</u> • <u>Business</u> • <u>Chemistry</u> • <u>Computer Science</u> • <u>Earth Science</u> • <u>English</u> • <u>Mathematics</u> • <u>Environmental Geoscience</u> • <u>Geology</u> • <u>Meteorology</u> • <u>Physical Oceanography</u> • <u>Physics</u> • <u>PK-4 Education</u> • <u>Psychology</u> 	August 1, 2012

Associate Degree Institutions	
Action	Deadline
1. Review all statewide program agreements <i>approved by TAOC prior to August 31, 2011</i> , with appropriate personnel at the institution:	No later than August 1, 2012
2. Identify AA and/or AS degree(s) by Name (i.e., Administration of Justice), Award (i.e., AA, AS) and Effective Graduation Date (i.e., May 2012) for full transfer and acceptance into a parallel bachelor degree at a participating institution.	
3. Review each associate degree against the articulation requirements to confirm foundational content and competencies are being met and to identify gaps, if any.	
4. If necessary, modify the articulated associate degree to meet all requirements specified in the agreement.	
5. Statewide Articulation POC enters the degree name/title and related articulation agreement into PA TRAC.	

Bachelor Degree Institutions	
Action	Deadline
1. Review all statewide program agreements <i>approved by TAOC prior to August 31, 2011</i> , with appropriate personnel at the institution:	No later than August 1, 2012
2. Identify parallel bachelor degree(s) by Name (i.e., Administration of Justice), Award (i.e., B.S., B.A.) and Effective Matriculation Date (i.e., Aug 2012) for full transfer and acceptance of the articulated associate degree under the agreement.	
3. If necessary, modify the parallel bachelor degree to allow for transfer with full junior standing to include credits being counted towards graduation	
4. Statewide Articulation POC enters the name/title of the parallel bachelor degree(s) and related articulation agreement into PA TRAC.	

PASSHE ECONOMIC MAJORS

The Pennsylvania State System of Higher Education offers various major options for students looking to pursue economics. Students can obtain a B.A. or B.S. in Economics or students can focus their economic training to in area of business, politics, and math.

B.A. in Economics

Economics	Baccalaureate : BA	Bloomsburg
Economics	Baccalaureate : BA	Clarion
Economics	Baccalaureate : BA	East Stroudsburg
Economics	Baccalaureate : BA	Indiana
Economics	Baccalaureate : BA	Millersville
Economics	Baccalaureate : BA	California

B.S. in Economics

Economics	Baccalaureate : BS	Edinboro
Economics	Baccalaureate : BS	Shippensburg
Economics	Baccalaureate : BS	West Chester

FOCUS AREAS:

Mathematics

Economics: Financial Economics	Baccalaureate : BA	Millersville
Economics: Quantitative	Baccalaureate : BA	Millersville
Mathematics: Economics	Baccalaureate : BS	Slippery Rock
Economics: Mathematics	Baccalaureate : BS	Shippensburg

Political Science

Economics: Political Economics	Baccalaureate : BA	Bloomsburg
Economics: Political Economy	Baccalaureate : BA	Millersville
Economics: Political Science	Baccalaureate : BS	Shippensburg

Business

Economics: Business	Baccalaureate : BS	Shippensburg
Business Administration: Business Economics	Baccalaureate : BS	California
Business Administration: Finance & Economics	Baccalaureate : BS	Lock Haven
International Studies: Business and Economics	Baccalaureate : BA	California
Economics: Business Economics	Baccalaureate : BA	Bloomsburg
Business Economics	Baccalaureate : BSBA	Clarion
Business Economics: International Economics track	Baccalaureate : BSBA	Clarion
Business Economics: Monetary Economics track	Baccalaureate : BSBA	Clarion

Business Economics: Quantitative Economics track	Baccalaureate : BSBA	Clarion
Business Economics: Urban and Public Affairs track	Baccalaureate : BSBA	Clarion

