

Committee on Transfer & Articulation  
June 16, 2018  
Minutes

Present: Cheryl Dobson, Jessica Fazio, Gavin O'Connor, Bev Shenkel, Melanie Stegeman, Amy Werner

Absent: Artie Fowler, David Jones, Krystal Lang, Brooke Lockhart, Fran Padow, Benjamin Howard Williams,

- I. Welcome – Did not have quorum for voting.
- II. Approval of Minutes

Due to lack of quorum, May minutes will be voted on at the July meeting.

- III. Treasurer's Report

No changes from May.

COTA = \$10,803.30.  
MRT = \$2,354.94.

- IV. Open position update

Due to the resignation of Benjamin, we have an opening for a 4-Year public. Please encourage applicants to submit a resume and reference letter from their boss or CAO by next Monday, June 25<sup>th</sup>.

- V. July 24<sup>th</sup> Training, 9-3:00PM in Jefferson City

Amy will send a "save the date" to MRT, Registrar, and TAOs. Due to room limitations, schools can send up to three people. The meeting will be in the State Information room which holds about 100 people.

1. MRT portion. Bev and Amy
2. Registrar with CORE (Angelete/Melanie/Cheryl/Brenda) 2 hours
3. Data questions. Amy/Jeremy/Erik will be present. Data to move forward with tracking. Main issue with marking that the student has earned CORE 42. Do we know which schools are not marking? Schools are not expected to verify another schools CORE 42 has been met. This must be collected for the data submission.
4. Complaint Notification Process

Gavin attended a CORE 42 meeting last week. Amy summarized the meeting.

- There are five problem areas to be reviewed: Social & Behavioral, Life Sciences, Biology, Physical Sciences, and economics. MDHE hopes to have results to Registrar's by July 1<sup>st</sup>.
- Courses must go through the CAO office for consideration. Course information and syllabus must be attached. In order for a course to be considered as CORE, 10 institutions must also offer the course and institution must provide a list for those schools as part of the submission packet.

- All foreign language 1 and 2 must be vetted through MDHE. This differs from what was first discussed.
- Topics courses will not be allowed within the CORE

#### VI. Other Business

The Board approved the Complaint & Notification policy at their June meeting. The Board questioned the timeline, but Amy was able to provide an acceptable example.

Rights & Responsibilities has been revised. The policy must be placed in a student accessible area such as the school's website. The policy must also be given to students.

Angelete is developing a CORE 42 webinar for advising (include TAO).

#### **Upcoming Dates**

- July 2<sup>nd</sup> week Prepare for the July 24<sup>th</sup> training
- July 19 **COTA Meeting (Jefferson City-in person) 10:30-3:00**
- July 24<sup>th</sup> **Training Meeting (Jefferson City-in person) 9:00-3:00**

Meeting adjourned at 2:50.

Respectfully submitted,  
Cheryl Dobson, COTA Secretary