

Committee on Transfer & Articulation
May 30, 2018
Minutes

Present: Cheryl Dobson, Artie Fowler, David Jones, Krystal Lang, Gavin O'Connor, Bev Shenkel, Melanie Stegeman, Amy Werner

Absent: Brooke Lockhart, Jessica Fazio, Fran Padow, Benjamin Howard Williams

I. Welcome

II. Approval of Minutes

The minutes were reviewed and no changes were recommended. Gavin motioned to approve the minutes. Cheryl gave the second to approve. All voted in favor.

III. Treasurer's Report

Amy reported there was only once change from the balance last month (\$10,933.78). One bill for \$130.48 to Rick's Café was submitted in April bringing the current balance for May to \$10803.30. The MRT balance remains unchanged at \$2,354.94.

Gavin moved to approve the Treasurer's report and Bev gave the second. All approved.

IV. Open position update

Two positions for the 2-year public sector are available on the COTA Board. Fran and Artie are both retiring. Artie suggested one person who will submit their application. It was noted that it would be nice to have someone reach out to the KC Metro area. June 26 is the deadline to apply for these positions. David's term is open but he has agreed to reapply. Bev and Krystal also need to submit a letter of intent to continue by June 26th. Amy requested the current COTA members reach out to anyone you think might be interested in serving.

V. Subcommittee Updates

A. Conference

New date – February 27, 2019. Tan-Tar-A will resubmit the conference contract for February. Amy will review and submit the contract. Under this contract, COTA is not responsible for a minimum number of hotel rooms.

Survey results will be submitted to the Board in June. Amy emailed the survey results to the COTA members. Amy is using a new format that everyone found very polished and professional looking.

Amy will send the conference *Save the Date* in July.

We need to set a theme for the conference so Amy can submit it to the design team.

COTA to offer training on Excel and survey 4-year schools regarding data collection for MRT.

B. MRT

MRT/Core Curriculum Summer meeting will be held in July this year from 10:00AM -3:00PM. Allow schools to send 3 people. Amy will try to reserve a government room free of charge. Amy will send doodle polls to the COTA members first and then to the TAOs and Registrars regarding the best date for this session. The session is being held to cover actions approved by the Board in June and any remaining questions for schools regarding changes from SB997.

We will work out the details of this training at the June COTA meeting. We need to survey the 4-Years regarding MRT portion. The Board will have approved several items in June that can be covered at this summer one day training session.

C. Policy

1. Update on credit dispute guidelines

Zora reviewed the draft. These will be referred to as guidelines until the rulemaking goes through with official policy. The Board will approve this in June. Amy will notify schools by email and at the training session in July. If we have the date set, we can include information about the July training session in the email notification to schools. When the document policy was sent to Registrar's, CAOs, and TAOs, Amy did not receive any responses back. Board meets June 7th. Amy will send shortly after approval.

2. Future projects

- a) Transfer Administrative rule complete by this fall. Only the transfer portion is complete. We will work on this at our July meeting. The Transfer policy will be condensed and will point back to the administrative rule, which governs the policy.
- b) We need to revise the Transfer Students Rights & responsibilities brochure. We may hold the June policy subcommittee meeting in St. Louis. Amy will travel.

VI. Other

In June, Angelette will host a meeting for the independent/private institutions who wish to join the core curriculum. The meeting is June 20th from 10-2 in the Governor's Office Building in Jefferson City.

Amy received about a 25% response rate for the Transfer survey. Over 400 institutions surveyed. The survey results were emailed to the COTA members.

Krystal will follow-up on the training videos and we will discuss this during the next June and July meetings.

Upcoming Dates

- June 18 COTA Meeting 2:00-3:30
- July 19 **COTA Meeting (Jefferson City-in person) 10:30-3:00**

Adjournment: Cheryl moved to adjourn. Artie gave the second. All approved. Adjourned at 2:45.

Respectfully submitted,
Cheryl Dobson, COTA Secretary