

COTA Meeting Minutes March 2003

Committee on Transfer and Articulation 3515 Amazonas Drive Jefferson City, Missouri March 28, 2003

MINUTES

Approved April 25, 2003

Participants:

Jack Magruder, Karen Finkenkiller, Don Doucette (for Karen Herzog), Henry Shannon (for Walter Nolte), Stephen Lehmkuhle

DHE Staff: Robert Stein, Laura Vedenhaupt

Observer: Arlen Dykstra

Jack Magruder called the meeting of the Committee on Transfer and Articulation (COTA) to order at 2:10 p.m.

Minutes

The Committee reviewed the corrected minutes of the February 5, 2003 meeting. Karen Finkenkiller made a motion, seconded by Don Doucette, to approve the minutes as corrected. The motion carried with all members participating.

Concerns of Transfer Officers

The Committee reviewed many of the challenges/concerns submitted in writing by transfer and articulation officers from various institutions. The Committee discussed how to respond to those concerns when COTA meets with the transfer officers.

Transfer officers' submissions included concerns on the status of the 42-hour block of general education, concerns about articulation agreements, and concerns on various data issues. The Committee resolved to send written responses to each institution that submitted concerns in writing.

The next meeting will be held via conference call at 10:30 a.m. on Friday, April 25, 2003.

Recess

The Committee recessed at 2:30 p.m.

Reconvene

The Committee reconvened at 2:45 p.m. in the Great Room at the University of Missouri - Columbia.

Committee members responded to questions and comments from transfer/articulation officers. Topics were varied, including specific aspects of transfer as well as more general policy questions. COTA agreed to devise a master list of Frequently Asked Questions (FAQ) with corresponding answers that will be posted on the DHE website. In addition, COTA agreed to review the generic job description for transfer/articulation officers and to revise the description if necessary.

Meeting Adjournment

The meeting adjourned at 4:00 p.m.