

HB 2998 IMPLEMENTATION WORKPLAN

Requirements under statute:

- 1) HECC convenes community colleges and universities to develop common foundational curriculum/a available to students **by 2018-2019 academic year.**

In consultation with community colleges and universities, HECC submits report to Legislative Assembly **by February 1, 2018** that evaluates credit loss, recommends extent of transferability of foundational curriculum/a, recommends number of foundational curricula, and lists initial three major courses of study for unified statewide transfer agreements.

- 2) Community colleges and universities submit joint report to Legislative Assembly **by June 1, 2018** on best practices for student advising related to transfer.
- 3) Community colleges and universities develop unified statewide transfer agreements (USTA) for each major course of study at a rate of **3 transfer agreements per year.**
 - a. HECC convenes community colleges and universities to determine major courses of study for which transfer agreements are to be established.
 - b. HECC convenes community colleges and universities to develop first agreement; agreement established by **December 1, 2018.**
 - c. HECC convenes community colleges and universities to develop second agreement; agreement established by **April 1, 2019.**
 - d. HECC convenes community colleges and universities to develop third transfer agreement; agreement established by **December 1, 2019.**
- 4) HECC informs and engages students and schools on status and developments.
 - a. Includes publicly identifying criteria used to determine 3 major courses of study.
- 5) HECC reports annually to Legislative Assembly, when data is available, on progress toward goals of unified statewide transfer agreements.
- 6) HECC convenes community colleges and universities to ensure continued alignment of established unified statewide transfer agreements.
 - a. Community colleges and universities report to HECC annually on number of credits transferred through unified statewide transfer agreements.
- 7) Community colleges provide intending transfer students with:
 - a. Info on major courses of study received from public universities
 - b. List of existing unified statewide transfer agreements
 - c. Encouragement to identify potential major courses of study or transfer agreements prior to completing 45 academic credits.

1. Foundational Curricula Development and Policy Decisions

Task/Milestone	Lead(s)	Status	Due Date
<p>a. Determine composition of workgroups and identify members.</p> <p><u>Transfer Workgroup</u></p> <ul style="list-style-type: none"> - CC faculty (CIA appointed): Cheryl Davies, SWOCC - CC faculty (CIA appointed): Tina Martinez, BMCC - CC faculty (CIA appointed): Ann Cary, PCC - CC faculty (CIA appointed): John Copp, CGCC - CC faculty (OEA appointed): Jim Salt, Lane CC - U faculty (Provost appointed): Seth Anthony, OIT - U faculty (Provost appointed): John Edwards, OSU - U faculty (Provost appointed): Maurice Hamington, PSU - U faculty (Provost appointed): Frances White, UO - U faculty (Provost appointed): Tad Shannon, WOU - U faculty (IFS appointed): Robert Kyr, UO - CC instructional administrator (CIA appointed): David Plotkin, Clackamas CC - U instructional administrator (Provost appointed): David Vande Pol, EOU - OCCA representative: Elizabeth Cox Brand - OCOP representative: Dana Richardson - JTAC registrar: Cindy Baccar, PSU - JTAC student services administrator: John Hamblin, MHCC - 1 institutional researcher (Provost appointed): Chris Stanek, SOU - CC advisor (OAAA appointed): Carrie Randall, LBCC - U advisor (OAAA appointed): Erin Mulvey, OSU - Chief Education Office: Hilda Rosselli - HECC Commissioner: David Rives - <i>Observer</i>: Carol Long, Willamette University <p><u>Subgroups</u></p> <ul style="list-style-type: none"> - Policy Subgroup (develop USTA criteria and identify first 3 USTAs; define credit loss; assist in report drafting) <ul style="list-style-type: none"> • 1 university faculty (member TBD) • 1 community college faculty (member TBD) • 1 instructional administrator (member TBD) • 1 advisor (member TBD) • 1 JTAC (member TBD) • 1 IR 	<p>OUC/CCWD</p>	<p>Completed</p>	<p>Jul.- Sep. 2017</p>

<ul style="list-style-type: none"> • OCOP representative: Dana Richardson • OCCA representative: Elizabeth Cox Brand • Chief Education Office: Hilda Rosselli • HECC Commissioner: David Rives • <i>Observer</i>: Carol Long, Willamette University <p>- Foundational Curricula Subgroup (develop foundational curricula)</p> <ul style="list-style-type: none"> • 4 university faculty (members TBD) • 4 community college faculty (members TBD) • 1 instructional administrator (member TBD) • 1 JTAC (members TBD) • 1 advisor (members TBD) <p>Membership considerations:</p> <ul style="list-style-type: none"> - Passion for general education and transfer student success, and eagerness to see work of HB 2998 succeed; - OTM expertise; - Gen education curriculum committee experience; - WICHE Passport experience; - Manageable size, but ability to gain feedback from larger constituency groups; 			
<p>b. HECC prepares agenda and additional materials for first workgroup meeting, including:</p> <ul style="list-style-type: none"> - Data on: <ul style="list-style-type: none"> • Popular major courses of study • Labor market needs • Completion • Credit loss and excess accumulation • OTM attainment - Oregon Transfer Module - Models from other states - General education in Oregon 	OUC/CCWD/ HECC R/D	On track	Aug. – Oct. 2017
<p>d. Hold 1st Transfer Workgroup meeting. Objectives:</p> <ul style="list-style-type: none"> - Member introductions; - Background and introduction to legislation and workgroup mandate; - Development of workgroup charter ; - Presentations on and discussion of data, Oregon Transfer Module, models from other states, and general education in Oregon. 	OUC/CCWD	On track	Oct. 6, 2017, 1:00 PM – 5:00 PM President’s Conference Room, PCC Sylvania
<p>e. Hold 2nd Transfer Workgroup meeting. Objectives:</p> <ul style="list-style-type: none"> - Discuss and identify foundational curriculum model, and number of curricula; - Discuss subgroup goals and responsibilities; - Break into subgroups and discuss mandates and process. 	OUC/CCWD	On track	Oct. 20, 2017, 1:00 PM – 4:30 PM, St. Helen’s Room C, Portland

			Airport Sheraton
<p>f. Hold 1st subgroup meetings.</p> <ul style="list-style-type: none"> - Policy Subgroup topics: <ul style="list-style-type: none"> • Draft “credit loss” definition”; • Development of criteria for determining first three USTAs. - Foundational Curricula subgroup potential topics: <ul style="list-style-type: none"> • Examination of current general education across Oregon institutions; • Discuss obstacles/discrepancies and potential solutions; • Draft curriculum/a • Identify strategies for engagement with faculty committees and senates - Each subgroup’s work will be circulated to members of other subgroup for feedback before next meeting. 	OUC/CCWD		Early Nov. 2017
<p>h. Engagement with institutional? faculty committees and senates by workgroup members</p>			Nov. 2017
<p>i. Hold 2nd subgroup meetings.</p> <ul style="list-style-type: none"> - Policy Subgroup potential topics: <ul style="list-style-type: none"> • Review and comment on draft legislative report; • Review feedback on credit loss definition and USTA criteria, and make edits. - Foundational Curricula Subgroup: <ul style="list-style-type: none"> • Review draft curriculum and constituencies’ response/feedback on draft. • Discuss continuing obstacles/discrepancies and potential solutions; • Finalize curriculum/a for presentation to full Transfer Workgroup. - Each subgroup’s work will be circulated to members of other subgroup for feedback before next meeting. 	OUC/CCWD		Late Nov. 2017
<p>j. Hold 3rd Transfer Workgroup meeting. Potential topics:</p> <ul style="list-style-type: none"> - Presentation and discussion of credit loss definition, USTA criteria, and legislative report; - Presentation and discussion of draft foundational curriculum/a. 	OUC/CCWD		Early Dec. 2017
<p>k. Discuss draft legislative report with HECC subcommittee.</p>	OUC/CCWD/ HECC R/D		Dec. 13, 2017
<p>l. Hold 4th Transfer Workgroup meeting. Objectives:</p> <ul style="list-style-type: none"> - Discuss legislative report; - Finalize recommendations for foundational curriculum. 	OUC/CCWD		Jan. 2018

m. Discuss near-final legislative report with HECC full Commission.	OUC/CCWD/ HECC R/D		Jan. 2018
n. Submit report to Legislative Assembly - Publicize criteria for 3 USTAs	OUC/CCWD		Before Feb. 1 2018

2. CC and U Report on Transfer Advising due 6/1/18

Task/Milestone	Lead(s)	Status	Due Date
a. OUC/CCWD meets with OCOP and OCCA to apprise them of requirement and express HECC’s desire to have a feedback role.	OUC/CCWD		Jul. 2017
c. Report submitted to Legislative Assembly	CCs/Us		Before Jun 1, 2018

3. Major Courses of Study Unified Statewide Transfer Agreements

Task/Milestone	Lead(s)	Status	Due Date
a. Assess success of Transfer Workgroup and use to inform process. Determine composition of USTA 1 Workgroup (for creation of 1 st USTA) and identify members. b. Determine who needs to approve USTAs (curriculum committees, faculty senates, statewide disciplinary groups, etc.)	OUC/CCWD		Mar. 2018
b. HECC prepares agenda and additional materials for 1 st USTA 1 Workgroup meeting.	OUC/CCWD/ HECC R/D		Mar. – Apr. 2018
c. Hold 1 st USTA 1 Workgroup meeting. Potential topics: - Curricular gaps/discrepancies; - Potential solutions to gaps/discrepancies.	OUC/CCWD		Mar. 2018
d. Hold 2 nd USTA 1 Workgroup meeting. Potential topics: - Development of draft curriculum.	OUC/CCWD		Apr./May 2018
e. Assess success of USTA 1 Workgroup, identify any process changes, determine composition of WG2, and identify members.	OUC/CCWD/ IFS		Summer 2018
f. HECC prepares agenda and additional materials for 1 st USTA 2 Workgroup meeting.	OUC/CCWD		Summer 2018

g. Hold 3 rd USTA 1 Workgroup meeting. Potential topics: - Issues with/changes to curriculum; - Finalize curriculum; - Future monitoring efforts to ensure continued alignment.	OUC/CCWD		Oct. 2018
h. Hold 1 st USTA 2 Workgroup meeting. Potential topics: - curricular gaps/discrepancies; - Potential solutions to gaps/discrepancies.	OUC/CCWD		Oct. 2018
i. Hold 2 nd USTA 2 Workgroup meeting. Potential topics: - Develop draft curriculum.	OUC/CCWD		Nov./Dec. 2018
j. Hold 3 rd USTA 2 Workgroup meeting. Potential topics: - Discuss issues/changes to curriculum; - Finalize curriculum; - Future monitoring efforts to ensure continued alignment.	OUC/CCWD		Jan. 2019
k. Assess success of USTA 1 and USTA 2 Workgroups, identify any process changes, determine composition of USTA 3 Workgroup, and identify members.	OUC/CCWD/ IFS		Fall 2018
l. HECC prepares agenda and additional materials for first USTA 3 Workgroup meeting.	OUC/CCWD		Jan.-Mar. 2019
m. Hold 1 st USTA 3 Workgroup meeting. Proposed topics: - Curricular gaps/discrepancies; - Potential solutions to gaps/discrepancies.	OUC/CCWD		Mar. 2019
n. Hold 2 nd USTA 3 Workgroup meeting. Potential topics: - Develop draft curriculum;	OUC/CCWD		Apr./May 2019
o. Hold 3 rd USTA 3 Workgroup meeting. Potential topics: - Discuss issues/changes to curriculum; - Finalize curriculum; - Future monitoring efforts to ensure continued alignment.	OUC/CCWD		Oct. 2019

4. Student/School Engagement

Task/Milestone	Lead(s)	Status	Due Date
a. HECC develops and executes engagement plan, including: - Website, listserv, newsletter, press releases, OSAC promos, etc.	OUC/CCWD/ Comms		Summer 2017 – ongoing

5. HECC Report to Legislature on Progress Toward Goals

Task/Milestone	Lead(s)	Status	Due Date
a. HECC begins drafting report.	OUC/CCWD/ HECC R/D		Annually beginning Oct. 2020
b. HECC delivers report to legislature.	OUC/CCWD/ HECC R/D		Annually beginning Dec.1, 2020

6. Monitoring for Continued Alignment

Task/Milestone	Lead(s)	Status	Due Date
a. HECC reconvenes workgroup annually to discuss any issues/suggested curricular changes.	OUC/CCWD/ HECC R/D		Annually in spring, beginning 2020
b. Community colleges and universities report due to HECC on credits transferred in transfer agreement major courses of study.	CCs and Us		Annually in fall, beginning 2020

7. Community College Student Engagement/Education Responsibilities

Task/Milestone	Lead(s)	Status	Due Date
a. Community colleges provide intending transfer students with: <ul style="list-style-type: none"> - Info on major courses of study received from public universities; - List of existing unified statewide transfer agreements; - Encouragement to identify potential major courses of study or transfer agreements prior to completing 45 academic credits. 	CCs		Summer 2018