

SB 233 Transfer Council

MINUTES

November 23, 2021

2:00 pm - 4:00 pm

[VIDEO CONFERENCE](#)

Members Present: Susan Jeffords, Teresa Rivenes, Alix Gitelman, Larry Roper, David Plotkin, Raya Nichols, Tad Shannon, Linda Fergusson-Kolmes, Tressa Seydel, Tyler Hayes, Peter Jacobson, & Kate Sullivan.

Staff Present: Donna Lewelling, Kyle Thomas, Veronica Dujon, Brittany Miles, Kia Sorensen, & Jennifer Markey.

Members Excused: Angie Geno, Iriana Rosales, Gloria Crisp & Andy Rice.

AGENDA 1. Call to Order/Note Attendance/Establish Quorum

- Co-Chair Teresa Rivenes called the meeting to order at 2:01 p.m. Roll was called and a quorum was established.

AGENDA 2. Approval of October 21, 2021 Minutes

- Meeting minutes were not presented, moved to next meeting for approval due to clerical error.

AGENDA 3. TC Introductions & Overview

- The Transfer Council members were recognized and an overview was given.

AGENDA 4. Action Item: Formally establish MTM subcommittee

- The Transfer Council members agreed to formally establish MTM sub committees. The sub committees are:
 - Biology
 - Business
 - English Literature
 - Elementary Education
 - Computer Science
 - Criminal Justice
 - Sociology
 - Psychology
 - Human Development and Family Services

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- The council would like the HECC staff to:**
- Continue to communicate with MTM groups on how public meeting laws will change future MTM meetings. An impact informational page detailing the MTM groups, and the changes it creates for the current sub-committees.
 - Create one pager on TC website (FAQ)

MOTION

Tad Shannon moved approval of establishing the MTM subcommittees. Alix Gitelman seconded the motion, which passed unanimously.

AGENDA 5. Requirements of January 15th report

Presentation: Overview of requirements & Timeline (Brittany Miles, HECC & Kia Sorensen, HECC)

Presentation: Recommendation of methodology or approach (Kia Sorensen, HECC)

Discussion:

- 2023-2024 list
- 2025-2026 list
- Beyond 2025-2026

Action Item: Vote on criteria/methodology for lists

Discussion:

- There was discussion around the main goal and aligning Community Colleges and Universities.
- Do we have the percentages of students who transfer between Community Colleges and Universities? Donna Lewelling will work on getting some information out to the council.
- Timelines were discussed as some schools have December and January deadlines.
- We will visit methodology annually to strengthen it for further work, including communication, registrar input, MTM input and student input. HECC staff agreed to provide information on the sub committees prior to the meeting for review.

Next Steps

Run this time line by the registrars and curriculum managers.

Academic Year 2023: Students can enroll

December 1, 2022: Early Catalog deadline

November 2022: HECC Meeting and Approval?

October 2022: TC Finalization of report based upon final HECC October Meeting

October 2022: HECC Meeting – update on the CCN List

September 2022: Committees finalize work on the first year's courses? Or I'd actually recommend by July 1, 2022 given our recent experience with MTMs.

Winter/Spring 2022: CCN Groups convene and get it done

Methodology

- Agreed to 9 for 2023-2024, and at least half by 2025-2026
- Use common high-volume high transfer list of 80+
- Attend to sequencing and start with these (rather than separate)
- Look at low hanging fruit (where there has been existing work on courses)
- Not ask discipline faculty to work on MTMs and CCN at same time (e.g. Psychology MTM and courses at same time)
- Select courses from high transfer list that are commonly pre-requisite courses for major or upper division requirements
- We will revisit methodology annually to strengthen for further work (including communication from registrars, faculty, MTM curriculum managers and students)
- The first round of courses for the 2023-2024 should academic year not from one discipline

Motion

Tad Shannon motioned the transfer council adopt the methodology principles to use for the planning of the January 15th report. Allowing HECC staff prepare and follow the report methodology as listed above. Linda Fergusson-Kolmes seconded the motion, which passed unanimously.

AGENDA 8. Adjournment- There being no further business, Co-Chair Teresa Rivenes adjourned the meeting at 3:52 p.m.

Jennifer Markey

Jennifer Markey, HECC Executive Assistant