

## SB 233 Transfer Council

MINUTES  
December 15, 2021  
3:00 pm - 5:00 pm

**Members Present:** Susan Jeffords, Teresa Rivenes, Alix Gitelman, Raya Nichols, Tad Shannon, Gloria Crisp, Linda Fergusson-Kolmes, David Plotkin, Tyler Hayes, Iriana Rosales, Andy Rice, Tressa Seydel, Larry Roper & Kate Sullivan.

**Staff Present:** Donna Lewelling, Veronica Dujon, Brittany Miles, Kia Sorensen, Matt Perreault, & Jennifer Markey.

**Members Excused:** Angie Geno, & Peter Jacobson.

### **AGENDA 1. Call to Order/Note Attendance/Establish Quorum/Agenda and Overview**

- Chair Susan Jeffords called the meeting to order at 3:01 p.m. Roll was called and a quorum was established.

### **AGENDA 2. Approval of October 21, and November 23, 2021 Minutes**

- The October 21 & November 23<sup>rd</sup> meeting minutes were individually reviewed and approved separately. Gloria Crisp was not present on November 23<sup>rd</sup>, that will be corrected on the minutes.

#### **MOTION October 21, 2021 minutes**

**Alix Gitelman moved approval of the October 21, 2021 meeting minutes, Tad Shannon seconded the approval of the minutes, which passed unanimously.**

#### **MOTION November 23, 2021 minutes**

**Alix Gitelman moved approval of the November 23, 2021 minutes with correction Gloria Crisp was not present. Tad Shannon seconded the approval of the minutes, which passed with correction. Gloria Crisp abstained as she was not present at the meeting.**

### **AGENDA 3. Transfer Council Member Roles & Expectations**

- Chair Susan Jeffords thanked the council members for participating, the Transfer Council member roles and responsibilities were discussed. Transfer Council members should represent their constituency. Empowered administrators should still be primary communicators regarding transfer work at their insitiuiniton.

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#### **AGENDA 4. Public Participation Model**

- The public participation model approach was discussed. The transfer council email [transfercouncil@hecc.oregon.gov](mailto:transfercouncil@hecc.oregon.gov) will be collected and summarized and shared with the transfer council members. The chat will be turned off during Transfer Council meetings, and the above email will be used for additional public participation. Public testimony can be requested ahead of time through an email request to the above email address or at the end of each meeting “Request for public testimony can be made through the chairs using the email address above. Written public comments can also be submitted to the email address above. **\*At the end of each Transfer Council Meeting the final agenda item will be a call for public testimony.**

*Action Item: Vote to approve public participation model.*

#### **MOTION**

**Tad Shannon moved approval of the public participation model. Tressa Seydel seconded the approval, which passed unanimously.**

#### **AGENDA 5. Presentation: Revised Course List**

- Kia Sorensen presented the Revised Course List. *Action Item: Vote to approve Revised Course List as presented.*
- A list of 9 courses were approved for the first legislative deadline.

Writing Cluster:

- Writing 121
- Writing 122
- Writing 227

Math Cluster:

- Math 105
- Math 111
- Math 112
- Math 243
- Math 244

Communications/Public Speaking Cluster:

- Communications public speaking
- Interpersonal Communications
- Communications 100

#### **MOTION**

**Alix Gitelman moved approval of the option A 2023/2024 course list, with changes to the two math sub-committees, including 105, 111 and 112 in the list of courses, and a second one for 243 and 244. Tad Shannon seconded the approval, which passed by majority vote 11/1. Linda Fergusson-Kolmes opposed.**

### MOTION

Tad Shannon moved approval of the 2025/2026 course list with biology alignment sequences with the amendment that biology faculty will convene to discuss the alignment of two sequences. Gloria Crisp seconded the approval as amended, which passed unanimously.

### MOTION

Tad Shannon moved approval of the course list beyond 2025/2026. Tyler Hayes seconded the approval, which passed unanimously.

### **AGENDA 6. Presentation: CCN Subcommittee Charges & Numbering System - Vote Delayed**

- Kia Sorensen presented the CCN Subcommittee Charges, and the credit alignment was discussed. There was discussion on the OSU Statistics and Math course alignment issue and will need additional clarification. Cindy Baccar, PSU registrar a non-Transfer Council member was recognized by Chair Jeffords. PSU also has this issue, they have two subject codes to align this issue and have a recommendation on this. It was suggested that the common course subcommittee discuss this issue and bring back to the transfer council.
- Several challenges for faculty and CNN System Subcommittee were identified:
  - Aligning the number of credits (3 vs, 4 vs, or 5)
  - Aligning the letters that ID a course: MTH vs MATH vs STAT vs STA
- The transfer council agreed to delay the CNN Subcommittee Charges & Numbering System votes for HECC staff to bring back charge language changes to next meeting January 5, 2021 and extend all transfer council meetings to 2.5 hours.
  - Agreement that faculty subgroup should have authority over title of course and CNN subcommittee should write process/system guidelines for course title and description. (example, "course title maybe a maximum of XX characters", course description...")
- The Transfer Council would like the meeting materials sent earlier to support timely review.

### **AGENDA 7. Faculty Subgroup Nomination Process- Vote Delayed**

- The transfer council agreed to delay the faculty subgroup nomination process to next meeting January 5 2021.

**AGENDA 8. Information Item: January 15<sup>th</sup> report**

- The January 15<sup>th</sup> report will be discussed January 5<sup>th</sup>, 2021.

**AGENDA 9. Adjournment-** There being no further business, Chair Susan Jeffords adjourned the meeting at 5:03 p.m.