

MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES

Agenda Item Summary Sheet

Committee: Academic and Student Affairs

Date of Meeting: May 18, 2010

Agenda Item: Proposed Amendment to Board Policy 3.21 Undergraduate Course Credit Transfer
(Second Reading)

Proposed
Policy Change

Approvals
Required by
Policy

Other
Approvals

Monitoring

Information

Cite policy requirement, or explain why item is on the Board agenda:

Amendments to Board Policy require approval of the Board.

Scheduled Presenter(s):

Linda L. Baer, Senior Vice Chancellor for Academic and Student Affairs

Mike López, Associate Vice Chancellor for Student Affairs

Outline of Key Points/Policy Issues:

The proposed amendment makes several improvements that will improve transfer for students, including a requirement that course outlines be posted on college and university websites, a requirement that colleges and universities maintain course equivalencies on the u.select database, and requirements for providing information to students about appealing transfer decisions and providing links to transfer information websites.

Background Information:

The audit of the system office conducted by the Legislative Auditor noted a number of problems with credit transfer that were cited by students. The proposed amendments to the transfer policy address these problems.

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MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD ACTION

Proposed Amendment to Board Policy 3.21 Undergraduate Course Credit Transfer

The Office of the Chancellor is submitting a proposed amendment to Policy 3.21 Undergraduate Course Credit Transfer.

BACKGROUND

The initial impetus for the amendment came from the Students First project in order to assure that students have access to accurate information about transfer course equivalencies. Subsequent revisions were based on the findings cited in the aud

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BOARD POLICY		3.21
Chapter	3	Educational Policies
Section	21	Undergraduate Course Credit Transfer

1 **3.21 Undergraduate Course Credit Transfer**

2

3 **Part 1. Purpose.**The purpose of this policy is to establish consistent practices for accepting
4 credit for undergraduate college-level courses transferred into a system college or university,
5 except for courses that apply to the Minnesota Transfer Curriculum as per Policy 3.37 Minnesota
6 Transfer Curriculum.

7

8 **Part 2. Definition.** For purposes of this policy the following definition applies:

9 **Comparable or equivalent course**A comparable or equivalent course is one that is similar in
10 nature, content and level of expected student performance on course outcomes to a course
11 offered by the receiving institution.

12

13 **Part 3. Transfer of Undergraduate Credits.**Once a student has been admitted to a system
14 college or university, each college or university shall evaluate college-level course credits
15 completed, as submitted by the student on an official transcript, to determine if they shall be
13 accepted in transfer. Once the credits are accepted in transfer, each college or university shall evaluate college or university, each college or university shall evaluate colleg13

1 Part 4. Course Outlines. In order to facilitate the evaluation of courses for transfer credit as
2 described in Part 3 of this policy, each system college and university shall post course outlines,
3 as defined in Board Policy 3.22, for all courses on its institutional website. The links for current
4 course outlines shall be submitted to the office of the Chancellor for publication on the
MinnesotaTransfer.org Web site.