



Minnesota
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& UNIVERSITIES

OFFICE OF THE CHANCELLOR

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MEMORANDUM

DATE: May 19, 2006

TO: Chief Academic Officers
Linda L. Baer

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

SUBJECT: ASA-2006-007 – Institutional Self Review of Minnesota Transfer Curriculum

According to the Minnesota Transfer Agreement, 1994, each college and university determines the courses included in its Minnesota Transfer Curriculum (MnTC). To better serve transfer students and to be compliant with laws, policies and agreements, we must have comparability and consistency in the MnTC across the system. The Minnesota Omnibus Bill of 2001 states that each Minnesota State College and University must implement the Minnesota Transfer Curriculum. The law requires each college and university to accept MnTC courses, goals and the entire MnTC as determined by the sending institution (Minnesota Transfer Curriculum and Legislation, Linda Baer, 10/13/01, www.mntransfer.org/MnTC).

Therefore, it is time for each Minnesota State College and University to conduct a comprehensive review of the courses included in its Minnesota Transfer Curriculum (MnTC). The institutional self review has been approved by the Transfer Oversight Committee, Inter Faculty Organization and Minnesota State College Faculty. I am requesting that you facilitate the review through a process agreed to with the faculty, according to the Checklist of evaluation criteria for courses to be included in the MnTC, Transfer Oversight Committee, April 28, 2006. The review is not meant to replace an institution's processes and procedures for course review. A plan for how your institution intends to conduct the review is due by December 15, 2006. If an institution currently has in place a process to routinely review courses in the MnTC, then a description of that process only needs to be submitted. The institution's self review must be completed and a report on the review, including any changes in the institution's MnTC, submitted by January 30, 2008. Institutions are expected to use the results of their review to make certain that their implementation of the Minnesota Transfer Curriculum is in compliance by Fall, 2008.

Plans and reports should be submitted to the System Director of Program Collaboration and Transfer, JoAnn Simser joann.simser@so.mnscu.edu. For further information and assistance in conducting the institutional self review of the MnTC contact transfer staff, JoAnn Simser, joann.simser@so.mnscu.edu, 651-297-2285 or Louise Hoxworth, Program Manager, louise.hoxworth@so.mnscu.edu, 651-649-5743. Minnesota Transfer Curriculum resources are available at <http://www.mntransfer.org/MnTC/MnTC.html>.

Chief Academic Officers

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Thank you for your thoughtful and comprehensive review of your institution's Minnesota Transfer Curriculum.

Attachment

c: James H. McCormick
Presidents
Nancy Black, IFO
Larry Oveson, MSCF
Chief Student Affairs Officers
Transfer Specialists