

Transfer Advisory Committee Meeting Minutes  
The University of North Carolina – General Administration  
Chapel Hill, North Carolina  
December 13, 2011 10:00 a.m.

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**Attendance**

NCCCS: Dennis King (phone), Thomas Gould, Althea Riddick, Van Wilson  
UNC: David English, Anthony Britt, Ken Gurganus, Bruce Mallette, Lou Riggans  
Guests: Suzanne Ortega, Sharon Morrissey (phone)

**1. Minutes from the Meeting of June 13, 2011**

The draft minutes from the June 13, 2011 Transfer Advisory Committee (TAC) meeting had been posted to the website prior to the meeting for review. A motion was made by Anthony Britt and seconded by Ken Gurganus to approve the minutes. The vote to approve the minutes was unanimous.

Later in the meeting, additional discussions occurred regarding extended delays in having the meeting minutes posted to the web. Delays in the posting of the minutes result in confusion and concern among transfer counselors and practitioners that rely upon TAC interpretations. TAC members engaged in conversations regarding how the process can be improved and reviews expedited. A core principle the committee agreed upon was that the posting of the minutes following a meeting does not constitute a formal acceptance of those minutes. “Draft” minutes are not “final” until the following TAC meeting when the minutes are formally reviewed, voted on, and approved.

As such, TAC recommends adopting a 1-1-1 approach. Following the conclusion of the meeting, the TAC Co-Chair responsible for that meeting shall have one calendar week to provide an initial typed draft copy of the minutes to the rest of the Committee for review and edit. The Committee shall have one calendar week to review the minutes and provide feedback to the responsible Co-Chair. At that point the Co-Chair shall forward the updated draft copy of the minutes to the Chief Academic Officers (CAO) of UNC and NCCCS. The CAO’s will be asked to respond within one calendar week providing their edits. At the end of that week, the draft minutes will be submitted to the NCCCS TAC representative for posting to the TAC website. The minutes will be available in draft format for review until the next scheduled TAC meeting, at which time they will be voted on. If the next scheduled TAC meeting will not occur in less than 4-months, then TAC shall schedule an interim teleconference meeting for the purpose of reviewing and approving the minutes. Following approval, NCCCS will update the website with the final copy.

**2. TAC Membership**

David English presented information regarding the status of University of North Carolina (UNC) appointees to TAC. Dennis King provided historical information regarding UNC’s previous move from an at-will appointment policy to a term-based appointment policy. North Carolina Community College System (NCCCS) members are still appointed under the at-will system with no term limits. The committee discussed the advantages and disadvantages of the two systems.

*Dennis King moved that TAC recommend to UNC General Administration that it reconsider its current appointment process, and instead follow the current approach taken by NCCCS in which TAC members serve at the pleasure of their respective President. Tom Gould seconded the motion. Additional discussion focused on ensuring institutional diversity amongst the TAC membership, and the need for membership continuity. The motion passed unanimously.*

### **3. Career and College Promise**

Van Wilson presented an overview of the Career and College Promise (CCP) program. North Carolina legislation effective 01/01/2012 collapses dual-enrollment, Huskins, and Learn and Earn Online programs into a single 3-track program. Track 1 is Cooperative and Innovative High School Programs, and includes middle-college high schools, early-college high-schools, and certain academies. Track 2 is a college transfer pathway program, and Track 3 is a career and technical education program.

TAC spent the majority of its time discussing Track 2, the College Transfer Pathway Program. Mr. Gould raised the question of how the various course pathways were developed. Van Wilson responded that it was a collaborative effort between NCCCS, the Department of Public Instruction (NCDPI), and the Office of the Governor. It was also discussed that students would no longer be able to pick and choose any course they wanted, but only those that had been approved by the individual Community College as part of their approved pathway. Bruce Mallette stated that UNC CAO's, Enrollment Managers, and Directors of Admission had all reviewed the proposals as well.

The TAC discussed a concern raised by Ken Gurganus that while these Transfer Pathways are labeled and marketed as being pathways towards the 44-hour core, they do not technically do so. Certain pathways require significantly more math and science than is included in the 44-hour core, with the non-required hours counting only as elective credits within an Associate of Arts (AA) or Associate of Science (AS) curriculum standard. TAC recommended that this issue be reviewed by NCCCS.

David English raised a concern that a high school student taking one of these College Transfer Program Pathways would not have satisfied UNC Minimum Course Requirements (MCR) for admission. The specific issue involves a previously issued memo dated April 10, 2007 (included at the end of these minutes) that specifies the specific NCCCS courses that a high school student must complete in order to fulfill the 4<sup>th</sup> Mathematics MCR.

Additional discussion centered on the use of these College Transfer Pathways for students enrolling at an NCCCS campus following their high school graduation. A student that does not complete UNC MCR's while enrolled in high school can satisfy MCR's while enrolled at an NCCCS campus by completing an AA/AS/AFA, completing the 44-hour core, or completing 6 semester hours of coursework in each of the following five areas: English, mathematics, natural sciences, social and behavioral sciences, and foreign languages.

*Dennis King moved that TAC recommends that UNC General Administration review the College Transfer Pathways and consider whether satisfactory completion of one of those programs be added as a way of fulfilling MCR's. Ken Gurganus seconded the motion; it passed unanimously.*

### **4. Lunch Conversation – UNC & NCCCS CAO's**

Dr. Suzanne Ortega, Senior Vice President for Academic Affairs of The University of North Carolina, and Dr. Sharon Morrissey, Senior Vice President for Academic and Student Services for the North Carolina Community College System. There was general discussion regarding the Career and College Promise College Transfer Pathways Program and the use of Pre-Majors for transfer purposes.

### **5. Periodic Review of Institutional Response to the CAA**

Ken Gurganus provided an update that work is still in progress on developing a potential periodic review of CAA practices on UNC campuses. This item will be addressed at the next TAC meeting.

## **6. Pre-Majors**

The TAC briefly discussed Pre-Majors, before deciding to defer the majority of the conversation until after NCCCS has hired its new staff position that will be focused on issues of student transfer. The general consensus was that Pre-Majors provide a number of opportunities, but future work is needed in the areas of student communication and alignment across UNC campuses.

## **7. Discussion of Sophomore Level Pre-Major Course Availability**

David English noted this agenda item was simply an opportunity to discuss whether anyone was aware of progress made regarding sophomore level pre-major course availability. Tom Gould noted that certain Engineering courses had been moved online. Bruce Mallette stated that UNC General Administration was in the process of hiring a Director of e-Learning, and that the hiring of that position would likely assist in facilitating a discussion regarding UNC campuses participating in course supply. David English recommended that the individual hired visit a future TAC meeting to continue this conversation.

## **8. Discussion of Required Literature Course in CAA**

Full discussion of the CAA required literature course was deferred until the next TAC meeting. A question was raised about SACS general education standards; review of the SACS Commission on Colleges (COC) Principles of Accreditation (<http://www.sacscoc.org/pdf/PrinciplesOfAccreditation.PDF>) shows the only requirement is 30 semester hours, with at least one course drawn from each of the following areas: humanities/fine arts; social/behavioral sciences; and natural science/mathematics.

## **9. Next Meeting**

The next TAC meeting will be hosted and coordinated by NCCCS.

**The meeting was adjourned at 2:30 pm**



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Appalachian State University  
 East Carolina University  
 Elizabeth City State University  
 Fayetteville State University  
 North Carolina Agricultural and Technical State University  
 North Carolina Central University  
 North Carolina School of the Arts  
 North Carolina State University at Raleigh  
 University of North Carolina at Asheville  
 University of North Carolina at Chapel Hill  
 University of North Carolina at Charlotte  
 University of North Carolina at Greensboro  
 University of North Carolina at Pembroke  
 University of North Carolina at Wilmington  
 Western Carolina University  
 Winston-Salem State University  
 An Equal Opportunity/Affirmative Action Employer

**MEMORANDUM**

To: NC School District Superintendents  
 NC High School Principals  
 Early College High School Principals  
 Middle College High School Principals  
 NC High School Counselors  
 UNC Chancellors  
 UNC Chief Academic Officers  
 UNC Directors of Admissions  
 UNC Registrars  
 NCCCS Chief Academic Officers  
 NCCCS Chief Student Services Officers  
 NCCCS Transfer Counselors

From: Erskine B. Bowles *EBB* President  
 The University of North Carolina  
 H. Martin Lancaster *HML* President  
 NC Community College System

Date: April 10, 2007

Re: Department of Public Instruction and Community College courses that fulfill the 4th mathematics requirement for the UNC Minimum Course Requirements for Admission

Students entering The University of North Carolina constituent institutions in the fall of 2006 and beyond are required to meet the new mathematics requirement (four units of mathematics with one unit beyond Algebra II) to satisfy the Minimum Course Requirements for admission. To further clarify the courses that satisfy these requirements, a committee of mathematics faculty members representing school districts, community colleges and UNC campuses has reviewed the possible options.

Based on the Committee's review, the following courses from the North Carolina Standard Course of Study are approved to fulfill the 4th unit of mathematics requirement:

- AP Calculus A/B
- AP Calculus B/C
- AP Statistics
- Pre-Calculus (formerly Advanced Math)
- Discrete Mathematics
- Integrated Mathematics IV
- Advanced Functions and Modeling

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In addition, International Baccalaureate (IB) Mathematics Level II is acceptable for those students in an IB program.

The committee reviewed community college courses and approved the following courses from the NC Community College Common Course Library as acceptable, **but only when taken in concert with the associated lab course**. Both the classroom and lab courses must be presented together to be accepted, that is,

- MAT 155 and 155A (Statistical Analysis)
- MAT 165 and MAT 165A (Finite Math)
- MAT 171, 171A (Pre-Calculus Algebra) and MAT 172, 172A (Pre-Calculus Trigonometry)\*
- MAT 175 and MAT 175A (Pre-Calculus)
- MAT 252 and MAT 252A (Statistics II)
- MAT 271 and MAT 271A (Calculus I)
- MAT 272 and MAT 272A (Calculus II)

[\* **Note:** Both 171 and 172 together must be taken in order to satisfy the 4<sup>th</sup> unit requirement. Taking only 171 or 172 does not meet this requirement.]

Please share this information with anyone you feel appropriate. Any questions or requests for review of individual cases should be directed to Dr. Robert Kanoy at UNC General Administration (919-962-1000).

Thank you.

cc: MCR Mathematics Faculty Implementation Committee Members  
Chairman Howard Lee  
State Superintendent June Atkinson  
Deputy State Superintendent JB Buxton  
President Hope Williams  
UNC Enrollment Managers  
Senior Vice President Harold Martin  
Senior Associate Vice President Robert Kanoy  
Vice President Alan Mabe  
Assistant Vice President Alisa Chapman  
Vice President Delores Parker  
Associate Vice President Kenneth Whitehurst