

MITRANSFER PATHWAYS

ASSOCIATE TO BACHELOR'S DEGREE PATHWAYS COURSE SELECTION PROCESS

SESSION GOAL

Transfer students can complete courses in three areas- Michigan Transfer Agreement, Major-Specific MiTransfer Courses, and Transfer Electives to meet associate degree requirements. These courses should also meet bachelor's degree requirements for students who enroll in the same program at the community college and university. The goal of this session is to provide a structure for faculty to identify required, recommended, optional and appropriate courses that meet associate and bachelor's degree program requirements.



ASSUMPTIONS

- Required, recommended, optional, and appropriate courses are courses that students should complete to meet degree requirements.
- Courses in the first- and second- year should typically be completed in the first 60 hours, or first half, of the program.
- Assume that the student has selected a major.
- Some students will enroll part-time and enroll for longer to complete the associate degree and the courses.
- This activity focuses on students who intend to earn an associate's degrees and a bachelor's degree.

PROCESS OVERVIEW

There are six steps in the process outlined below. Faculty will review courses that are required, recommended, optional and appropriate in the first and second year; report these courses; refine the list of courses; discuss how these courses meet associate and bachelor's degree requirements; and document the list of courses in preparation for the next steps of the process. This process is led by faculty, but session facilitators will help the group stay on track.



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MITRANSFER PATHWAYS COURSE SELECTION PROCESS INSTRUCTIONS

➤ STEP 1: REVIEW AND DISCUSS

Review required, recommended, optional, or appropriate courses in the first- and second- year.

Using the catalog and program guides from your institution, review the program requirements of the associate or bachelor's degree and identify required, recommended, optional and appropriate courses in the first- and second- year. Focus on program-specific courses and electives or other requirements that are necessary for students to be ready to take upper-division courses in the third and fourth years.

➤ STEP 2: ADD

Add additional courses to posters that are revealed through group discussion as common transfer courses.

Review courses suggested on the large posters and discuss courses that should be added before beginning Step 3.

➤ STEP 3: REPORT

Report required, recommended, optional or appropriate courses in the first- and second- year.

For university faculty, use the posters and labels provided to indicate the required, recommended, optional, or appropriate courses in the first- and second- year at your institution. For community college faculty, use the label to indicate if you teach the course at your institution.

➤ STEP 4: REFINEREFINE

Refine required, recommended, optional or appropriate courses in the first- and second- year.

Step 3 oversampled the required, recommended, or optional courses in the first and second year. This step is designed to refine that list of courses. As a group, cluster the courses into two groups:

1. Courses that are required, recommended or optional that are common.
2. Courses that are required, recommended or optional, but are not universally recommended.

➤ STEP 5: DISCUSS

Discuss the common and mixed course and decide which courses should be included as MiTransfer Pathways courses.

As a group, identify the courses that are common across all participating institutions and decide which of these will be the "MiTransfer Pathways" courses for your program. Discuss courses that are not universally recommended. Add any outstanding issues to the Parking Lot. These issues will be discussed at the second meeting.

➤ STEP 6: DOCUMENT

Document the MiTransfer Pathways courses and complete activities before our second meeting.

The group should find consensus on the MiTransfer Pathways courses for your program and be ready to share those in the closing session. Between now and the second meeting in Fall 2019, you will also complete the following activities and look for additional instructions in your email.

1. Complete the [MiTransfer Pathways Worksheet](#). Post worksheets to the appropriate Canvas forum by September 27, 2019.
2. Determine course equivalencies and be sure updated course equivalencies for MiTransfer Pathways courses are posted by September 27, 2019 to the new Michigan Transfer Network that launches May 31, 2019 at www.mittransfer.org. Consider using the course equivalency tools offered on the [project website](#) or connecting with your transfer liaison to review the course equivalency matrices available on the new MTN to track your progress. Participants should also login to the [Canvas Forum](#) to post and view syllabi from other institutions and use the [attendee list](#) to contact other participants as-needed to address equivalencies.