



2022




POLICY WORKSHOP

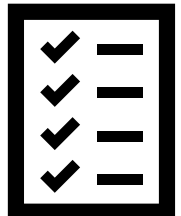
COUNCIL ON INSTRUCTION

success

ANGEL ICENHOUR - OSRHE POLICY WORKSHOP

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3.6

CONTRACTUAL ARRANGEMENTS



A **contractual arrangement** is one in which an institution enters into an arrangement for receipt of courses or programs or portions of courses or programs (i.e., clinical training internships, etc.) delivered by another institution, service provider, or entity.

- An unaccredited, degree-granting institution or entity.
- An unaccredited, non-degree granting institution or entity.
- An institution or entity not accredited by a USDE recognized accrediting agency.
- A corporation or other entity.

- An Institution can only offer degrees via a CAP in content areas in which it employs qualified full-time faculty and the institution must designate a full-time faculty to oversee the contract.
- Institutions shall adhere to HLC standards for faculty to have one degree level above the level teaching and be approved by the academic officers; however, exceptions to degree level are allowed if the institution defines a minimum threshold and evaluation process to make such appointments.
- All CAPs shall be included in the annual institutional program assessment activities.
- Reporting Requirements:
 - Annual list of programs in contract;
 - Annual list of contractual courses; and
 - Annual summary report including enrollment, retention and graduation, student and program assessment, financial arrangements, marketing, costs, and accomplishments.

- Career technology center transfer credit awarded can only be posted as **S** or **P**. See the OSRHE *Grading* policy for more information.
- All transfer credit awarded must be appropriately identified by source and method on the official college transcript.
- The semester that is in session during the course end date will serve as the semester of transcription for transfer work awarded. For example, if a student completes a career technology center course on April 1, 2019, the higher education institution will post it as a Spring 2019 transfer course.
- All transfer credit awarded through the Statewide Articulation Agreement must be converted to credit hours. In accordance with 34 CFR §668.8(l)(1), one semester credit hour must include at least 37.5 clock hours of instruction.





CONTRACTUAL ARRANGEMENT PROCEDURE PROCESS:

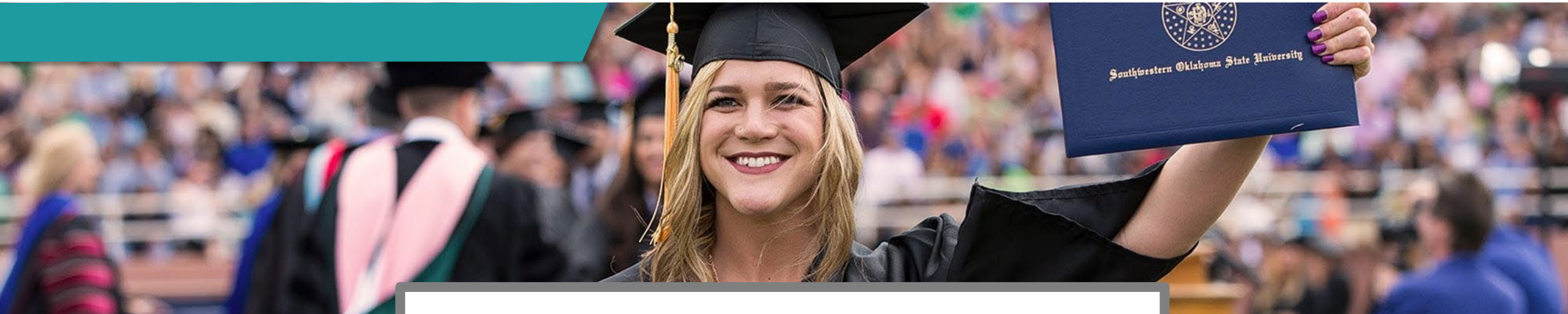
STEP	ACTION
1	<ul style="list-style-type: none">• Create a contract with a technology center. (Instruction must be overseen by college faculty)
2	<ul style="list-style-type: none">• Fill out the contractual arrangement section (A) on the cooperative agreement forms.• Receive governing board approval and all required signatures.• Submit forms and required attachments* to the chancellor.
3	<ul style="list-style-type: none">• State Regents staff will process the request and send it to the State Regents for approval.
4	<ul style="list-style-type: none">• If approved the arrangement will be listed on the statewide inventory. (Institution must notify and/or receive HLC approval.)

***Attachments:**

- 1) Institution syllabi
- 2) Technology center syllabi
- 3) Degree sheet
- 4) Institution vitae, resume, and certification
- 5) Technology center vitae, resume, and certifications
- 6) An MOU or contract between the college and contractual entity

Pop Quiz –

- 1) According to the OSRHE grading policy, CareerTech transfer credit can be posted to a student's transcript using the traditional letter grade system?
- True
 - False
- 1) An Institution can offer degrees via a CAP in content areas in which it employs qualified faculty and the institution must designate a faculty to oversee the contract.
- True
 - False
- 3) Which option below includes all the attachments needed when you submit a new contractual arrangement (CAP) request?
-  Institution syllabi, tech center syllabi, tech center faculty qualifications, and an MOU.
 -  Institution syllabi, tech center syllabi, degree sheet, institution faculty qualifications, tech center faculty qualifications, and an MOU.
 -  Institution syllabi, tech center syllabi, institution faculty qualifications, and tech center faculty qualifications.
 -  Institution syllabi, tech center syllabi, institution faculty qualifications, tech center faculty qualifications, and an MOU.



3.11

UNDERGRADUATE TRANSFER AND ARTICULATION



3.11 UNDERGRADUATE TRANSFER AND ARTICULATION

- This policy is designed to facilitate the transfer of students between and among community colleges and universities within the State System, and the transfer of technical coursework for students through the Statewide Articulation Agreement with Oklahoma technology centers.
- Required GPAs for admission of transfer students can vary across the State System. Use the Academic Policies Procedures Handbook to review details.

- Transcripts of record from colleges and universities accredited by HLC will be given full value.
- Transcripts of record from degree granting institutions accredited by organizations other than the HLC and recognized by the U.S. Department of Education for the purpose of accreditation institutions of higher education are subject to review according to published policies and procedures developed by the institution and may transfer on a course-by-course basis.
- Transcripts of record from degree-granting institutions not accredited by organizations recognized by the U.S. Department of Education for the purpose of accrediting institutions of higher education may be accepted in transfer when appropriate to the student's degree program and when the receiving institution has had an opportunity to validate the courses or programs.

TRANSFER FROM TECHNOLOGY CENTERS

The Statewide Articulation Agreement includes technical courses which meet technical degree requirements at participating State System of Higher Education institutions, which will be accepted in transfer from Oklahoma technology centers towards a **college technical certificate, an associate in applied science degree, or a technology baccalaureate degree.**

TECH TRANSFER PROCEDURE PROCESS:

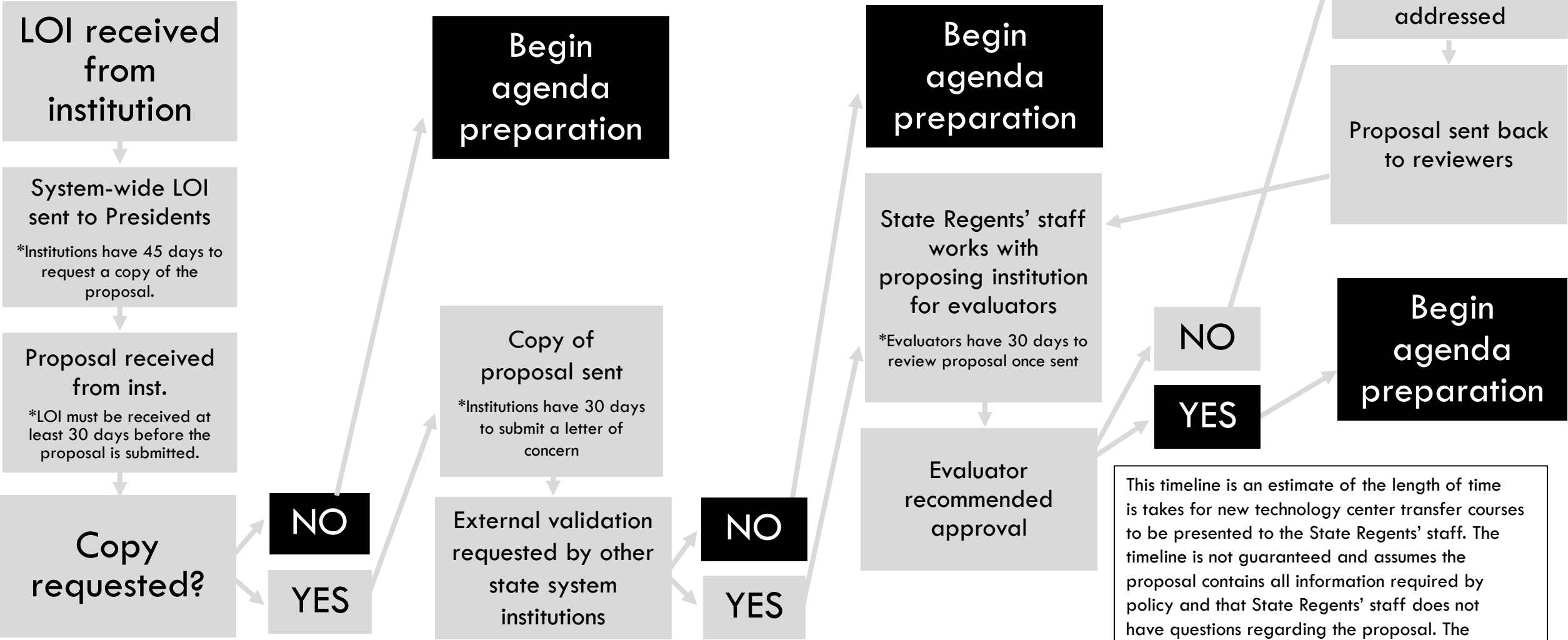
STEP	ACTION
1	<ul style="list-style-type: none">• Submit letter of intent (LOI) to the Chancellor.• State Regents staff will prepare and send out systemwide LOI.
2	<ul style="list-style-type: none">• Fill out the technical transfer course section (C) on the cooperative agreement forms.• Receive governing board approval and all required signatures.• Submit forms and required attachments* to the chancellor.
3	<ul style="list-style-type: none">• State Regents staff will process the request and send it to the State Regents for approval.
4	<ul style="list-style-type: none">• If approved the technical transfer courses will be listed on the statewide inventory.

***Attachments:**

- 1) Institution syllabi,
- 2) Technology center syllabi,
- 3) Degree sheet.

TIMELINE FOR NEW TECH TRANSFER

(LETTER OF INTENT TO AGENDA)



This timeline is an estimate of the length of time it takes for new technology center transfer courses to be presented to the State Regents' staff. The timeline is not guaranteed and assumes the proposal contains all information required by policy and that State Regents' staff does not have questions regarding the proposal. The timeline also does not consider the volume of tech transfer requests submitted by all institutions.

REQUIREMENTS FOR CAREER TECH TRANSFER CREDIT

- A student who successfully completes Oklahoma technology center courses and/or programs listed on the Statewide Technical Course Articulation Matrix may earn college transfer credit in only those technical courses approved if he/she:
- Provides an official transcript from the technology center that includes all essential elements to document the completed technical course(s);
- Achieves a minimum passing grade, as determined by the accreditation, licensure, or other programmatic requirements of the State System institution, for technical course work listed on the Statewide Technical Course Articulation Matrix, clearly documented on an official technology center transcript; and
- Has been admitted to the participating State System institution.

POSTING CAREER TECH TRANSFER WORK ON STATE SYSTEM TRANSCRIPTS

- The higher education institution will only post career technology center transfer coursework that is approved to accept through the Statewide Technical Course Articulation Agreement.
- Career tech transfer courses may be applicable for technical degree major requirements or technical degree major electives, but not as general elective credit.
- If a student transfers career tech coursework through the statewide articulation agreement into a technical degree and later changes his/her major to a non-technical degree, the career tech coursework will remain on the transcript; however, such coursework will not apply towards meeting degree major requirements, degree major electives, or general elective credit in the non-technical degree.

POSTING CAREER TECH TRANSFER WORK ON STATE SYSTEM TRANSCRIPTS

- The higher education institution will only post career technology center transfer credit awarded through the Statewide Technical Course Articulation Agreement as S or P. See the *OSRHE Grading* policy for more information.
- All transfer credit awarded through the Statewide Articulation Agreement must be appropriately identified by source and method on the official college transcript.
- The semester that is in session during the course end date will serve as the semester of transcription for transfer work awarded through the Statewide Technical Course Articulation Agreement. For example, if a student completes a career technology center course on April 1, 2019, the higher education institution will post it as a Spring 2019 transfer course.
- All transfer credit awarded through the Statewide Articulation Agreement must be converted to credit hours. In accordance with 34 CFR § 668.8(l)(1), one semester credit hour must include at least 37.5 clock hours of instruction.

COURSE EQUIVALENCY PROJECT (CEP)

EQUIVALENCY GROUP HEADINGS STATE REGENTS'	COMMON COURSE DESCRIPTION	STUDENT LEARNING OUTCOMES (WHAT STUDENTS WILL BE ABLE TO)
ART APPRECIATION AA 005		vocabulary. Principles of design are used to analyze works of art. Identify art periods.
ART HISTORY SURVEY I AA 015		from prehistory to 15th century (writing) that relates to the periods covered and periods covered social and artistic
ART HISTORY SURVEY II AA 016		Architecture and appropriate
ART HISTORY SURVEY III AA 017		
ART HISTORY SURVEY IV AA 018		
BLACK AND WHITE PHOTOGRAPHY AA 024	processing and printing.	
BLACK AND WHITE PHOTOGRAPHY II	None.	None.

CEP

The Course Equivalency Project (CEP) was established in 1995.

Faculty appointed by the presidents review course equivalencies in disciplines selected by the COI annually.

The state transfer tables are updated after final verification and approval by the State Regents.

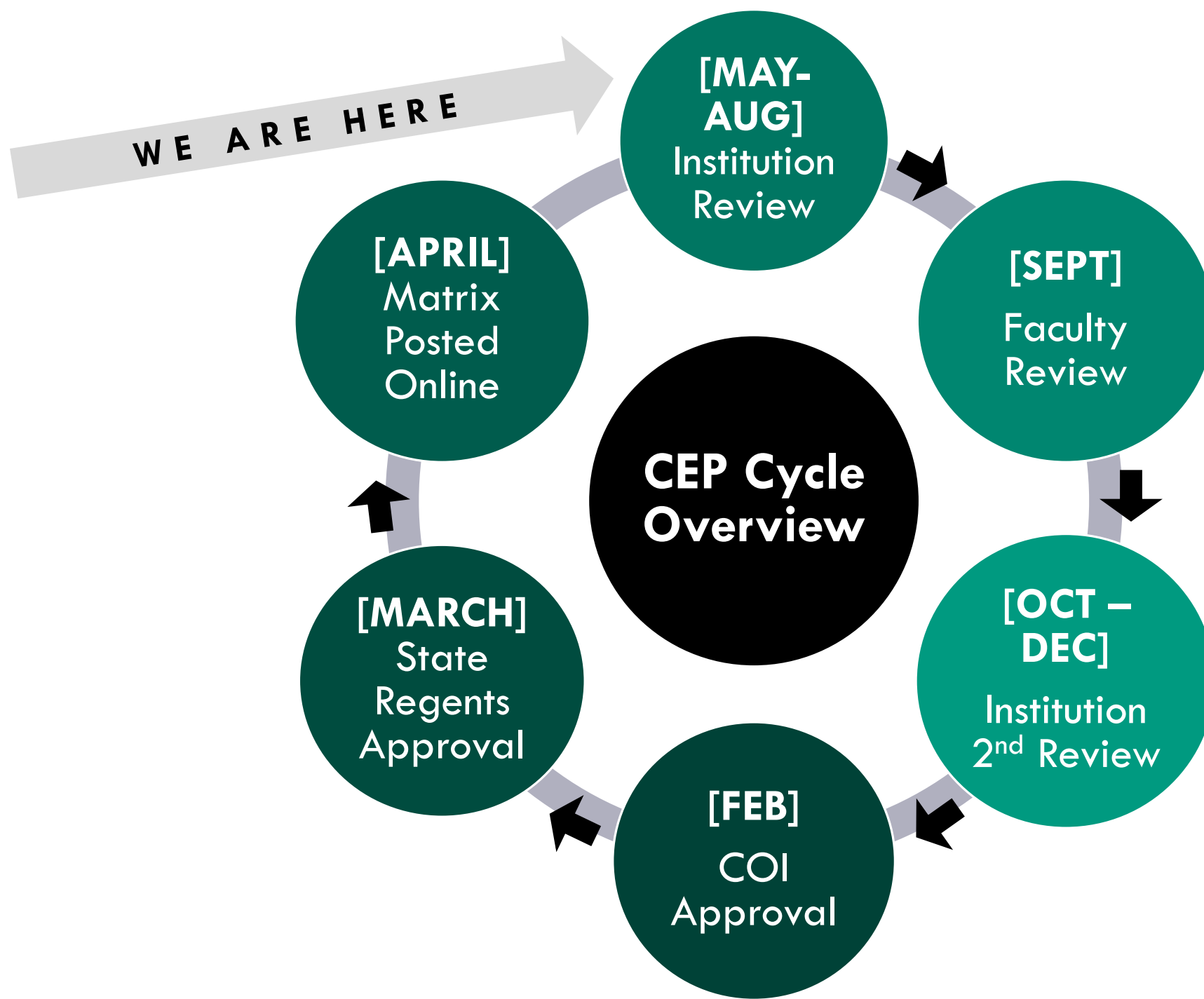
CEP

- Additions, deletions and modifications of coursework take place at September Faculty Meetings.
- COI members may submit changes for disciplines that do not meet in person that year.
- Private institutions may only add their courses if they attended that discipline's Faculty Meeting.

CEP

- 8,072 courses/48 disciplines on the 2022-23 state matrix table
- Each meeting requires a COI facilitator and selection of a chair from the faculty group
- Traditional standard: 75% common course content
- Added 2017-18: Student Learning Outcomes for CEP Courses—Must meet 100% for inclusion

www.OKCourseTransfer.org



Pop Quiz –

1) Required GPAs for admission of transfer students are the same across the State System.

True

False

2) The course equivalency project requires 100% of the student learning outcomes to be listed on the institutions syllabi.

True

False

3) Which option below includes all the attachments needed when you submit a new technical transfer (CAP) request?

🙌 Tech center syllabi and degree sheet.

👍 Institution syllabi and tech center syllabi.

😂 Institution syllabi, tech center syllabi, and degree sheet.

😱 Institution syllabi, tech center syllabi, institution faculty qualifications and tech center faculty qualifications.



3.16
CREDIT FOR
PRIOR LEARNING



OVERVIEW

- The purpose of the policy is to provide a framework to evaluate learning that takes place outside of the formal higher education structure.
- The framework provides a systematic and comparable means through which students might be awarded credit for prior learning.
- Credit for prior learning must be validated by successful completion of 12 or more credit hours at the awarding institution before being placed on the student's official transcript.
- Credit for prior learning, once recorded at a State System institution, is transferable on the same basis as if the credit had been earned through regular study at the awarding institution.

10 OPTIONS FOR VALIDATING PLA CREDIT

ONE:
ACE Recommendations

TWO:
Use of the systemwide assessment inventory of industry, technical, and other assessments associated with a Military occupation.

THREE:
Univ. of State NY's College Credit Recommendation Service (CCRS)

FOUR:
Standard exams such as AP*, CLEP, and DANTES

FIVE:
PLA credit awarded and transcribed by another institution

SIX:
Portfolio using CAEL or other standardized guidelines

SEVEN:
Courses delivered on the main campus and transcribed by the Oklahoma School of Science and Mathematics (OSSM).

EIGHT:
International Baccalaureate (IB) program

NINE:
Institutionally prepared assessments developed by qualified faculty with content expertise

TEN:
Systemwide technical assessment inventory (part of the CAP program)

*State Regents' policy requires credit to be granted for a 3 or higher on the AP exam

CREDIT FOR PRIOR LEARNING (CAP) PROCEDURE PROCESS:

STEP	ACTION
1	<ul style="list-style-type: none">• Has the assessment already been reviewed and approved by faculty statewide? <i>NO – must wait for the next faculty review or use alternative acceptable option for validating prior learning</i> <i>YES – continue to step 2.</i>
2	<ul style="list-style-type: none">• Fill out the PLA section (B) on the cooperative agreement forms.• Receive governing board approval and all required signatures.• Submit forms to the chancellor.
3	<ul style="list-style-type: none">• State Regents staff will process the request and send it to the State Regents for approval.
4	<ul style="list-style-type: none">• If approved the arrangement/course will be listed on the statewide inventory.

**PROCEDURES
FOR AWARDING
PLA CREDIT
FOR INDUSTRY
RECOGNIZED
CREDENTIALS
NOT ASSOCIATED
WITH A
COOPERATIVE
AGREEMENT
PROGRAM**

The following procedures will be followed by the submitting institution for the State Regents to add industry recognized credentials and other prior learning to the statewide PLA Matrix.

- A. Submit a Prior Learning Assessment Matrix Addition, Modification, and Deletion Request form.

The institution must submit a request to initiate the addition, modification or deletion to the statewide PLA Matrix.

- B. Content of the Prior Learning Assessment Matrix Addition, Modification, and Deletion Request form.

The submission will include:

1. Method by which the PLA was validated.
2. Name of the assessment or industry recognized credential.
3. The course prefix, number and title to which the PLA has been deemed equivalent.
4. The total number of credit hours for which the PLA has been assessed.
5. If applicable, the length of time for which the PLA is valid.

- C. State Regents' Staff Review of the Request

1. The State Regents' staff will review the institution's request to add to the statewide PLA Matrix and recommend one of the following actions:
 - a. Approve the request.
 - b. Request additional information to ensure consistency of credit awarded for similar assessments being used at other State System institutions.

TRANSCRIPTING -

Per State Regents' policy 3.15.3.L, institutions shall assign their own course title and number to the credit awarded, shall only award credit for prior learning in programs which they are approved to offer by the State Regents, and all awarded credit for prior learning shall be appropriately identified by source and method on the transcript.

Once recorded at a State System institution, technical credit is transferable on the same basis as if the credit had been earned through regular study at the awarding institution.

Pop Quiz –

1) According to OSRHE policy there are 8 different ways an institution can validate credit for prior learning.

True

False

2) Credit for prior learning, once recorded at a State System institution, is transferable on the same basis as if the credit had been earned through regular study at the awarding institution.

True

False

3) Institutions can offer credit for prior learning for courses that are not connected to a cooperative agreement.

True

False

QUESTIONS?



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3.6

**Contractual Arrangements between
Higher Education Institutions and Other
Entities**

3.11

**Undergraduate Transfer and
Articulation**

3.16

Credit for Prior Learning