

## Policy Information

**Number: 3.37**

**Name: Minnesota Transfer Curriculum**

Author: Policy Committee

Effective Date: January 8, 2018

Next Review Date: Fall 2022

### Regulatory Authority

- Minnesota State Board Policy 3.21 Undergraduate Course and Credit Transfer and the Minnesota Transfer Curriculum
    - <http://www.minnstate.edu/board/policy/321.html>
  - Minnesota State System Procedure 3.36.1 Academic Programs
    - <http://www.minnstate.edu/board/procedure/336p1.html>
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## Part 1. Policy Background.

The purpose of the policy is to establish procedures for the implementation of and transfer of credit for the Minnesota Transfer Curriculum.

## Part 2. Definitions.

### Subpart A. Minnesota Transfer Curriculum.

Minnesota Transfer Curriculum (MnTC) is comprised of general education courses reflecting competencies adopted by the public higher education entities in Minnesota.

### Subpart B. Minnesota Transfer Curriculum Agreement.

The 1994 “Minnesota Transfer Curriculum Agreement” is a document developed by faculty representatives of Minnesota public colleges and universities outlining the conditions by which students transfer their completed general education work at one public college or university to meet lower division general or liberal education requirements at any public college or university in Minnesota. The agreement was signed by the chief executive officers of the existing public higher education systems in 1994. The agreement identifies ten areas of emphasis and goals and student competencies in each area of emphasis. The Board of Trustees approved Policy 3.21 requiring the implementation of the Minnesota Transfer Curriculum in April 1998.

### Subpart C. Goal Areas.

The ten “goal areas” refer to the areas of emphasis identified in the Minnesota Transfer Curriculum Agreement: 1) Communication, 2) Critical Thinking, 3) Natural Sciences, 4) Mathematical and Logical Reasoning, 5) History, Social and Behavioral Sciences, 6) Humanities and Fine Arts, 7) Human

Diversity, 8) Global Perspective, 9) Civic and ethical Responsibility, and 10) People and the Environment.

#### **Subpart D. Guidelines for Review and Design of the Minnesota Transfer Curriculum.**

The “Guidelines for Review and Design of the Minnesota Transfer Curriculum” is a document that contains guidelines developed with the University of Minnesota for consistent implementation of the Minnesota Transfer Curriculum as published on the System Office SharePoint site.

#### **Subpart E. Checklist of Criteria for Evaluation of Courses Included in the Minnesota Transfer Curriculum.**

The “[Checklist of Criteria for Evaluation of Courses Included in the Minnesota Transfer Curriculum](#)” is a document that contains criteria to be used for evaluation of a course to determine whether it should be included in the Minnesota Transfer Curriculum. The checklist is published on the System Office SharePoint site.

#### **Subpart F. Degree Audit Reporting System (DARS).**

The “Degree Audit Reporting System” is an electronic system that provides for an evaluation of a student’s academic record indicating completion toward the student’s academic program requirements.

#### **Subpart G. Minnesota Transfer Curriculum Audit.**

The “Minnesota Transfer Curriculum (MnTC) Audit” is a special DARS report of a student’s progress toward or completion of Minnesota Transfer Curriculum courses, goal areas and/or the entire MnTC.

#### **Subpart H. Regionally Accredited Institution.**

Colleges or universities that are accredited by a regional accrediting body recognized by the Council on Higher Education Accreditation [www.chea.org](http://www.chea.org).

#### **Subpart I. Non-Regionally Accredited Institution.**

Colleges or universities that are not accredited by a regional accrediting body recognized by the Council on Higher Education Accreditation [www.chea.org](http://www.chea.org).

#### **Subpart J. Best Practices for Communicating the Minnesota Transfer Curriculum.**

A [document](#) providing consistent procedures for how the Minnesota Transfer Curriculum is communicated at system colleges and universities located on the System Office SharePoint site.

### **Part 3. Implementation.**

North Hennepin Community College (NHCC) shall implement the Minnesota Transfer Curriculum as appropriate to its academic certificates and degrees consistent with criteria specified in Minnesota State System Procedure 3.36.1 Academic Programs.

### **Part 4. Acceptance of Minnesota Transfer Curriculum.**

NHCC shall accept a Minnesota Transfer Curriculum course, goal area, or the entire curriculum as determined and documented by the sending system college or university. NHCC shall accept the entire Minnesota Transfer Curriculum as determined and documented by the University of Minnesota.

## Part 5. Disseminating Information.

NHCC shall publish its Minnesota Transfer Curriculum requirements and policies on the website, in the program guide, and other sources deemed appropriate.

## Part 6. Student Appeals.

A student may appeal a transfer decision made by NHCC regarding the Minnesota Transfer Curriculum according to Minnesota State Board Policy 3.21 Undergraduate Course and Credit Transfer and the Minnesota Transfer Curriculum.

## Part 7. Campus Review.

<b>Review Action</b>	<b>Date(s)</b>
Campus Community Review Period	06-Nov-2017 through 17-Nov-2017
AFSCME Review	28-Nov-2017
MAPE Review	29-Nov-2017
MMA Review	28-Nov-2017
Shared Governance Council Review	08-Dec-2017
Student Senate Review	30-Nov-2017
President Approval	21-Dec-2017
Campus Community Dissemination	08-Jan-2018

## History

- Fall 2017: Reviewed with minor revisions