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MEMORANDUM

November 17, 2009

To: Members of the Board of Trustees

From: Nancy L. Zimpher, Chancellor

Subject: Reaffirmation and Strengthening of the State University Board of Trustee Policy on Student Mobility (Transfer and Articulation)

I recommend that the Board of Trustees adopt the following resolution:

Whereas in continued recognition of its statutory mission to provide educational services of the highest quality with the broadest possible access and to promote articulation between its state-operated institutions and its community colleges (Chapter 552, Laws of 1985), this Board finds it desirable to reaffirm and strengthen its policy governing student mobility throughout the University System; and

Whereas in December 2007 a SUNY Joint Committee on Transfer and Articulation was established by the Faculty Council of Community Colleges, the University Faculty Senate and the University Provost to study the transfer of students within the University, and on July 30, 2008 adopted a resolution and principles to strengthen transfer within SUNY, which principles were endorsed by the Faculty Council of Community Colleges (Resolution AA1-2008-09; October 18, 2008), by the

University Faculty Senate (Resolution 150-03-1; October 18, 2008), and by the SUNY Student Assembly (Resolution 0809F-5; October 18, 2008) [copies on file in the Office of the Secretary of the University]; and

Whereas in October 2009 the SUNY Joint Committee on Transfer and Articulation unanimously approved additional principles to expand the concept of transfer and student mobility within the State University of New York; now, therefore, be it

Resolved that the principles governing transfer within the State University of New York established most recently in Trustees' Resolution 90-196, adopted September 27, 1990 be, and hereby are, reaffirmed as follows:

1. New York State residents who are graduates of a State University two-year college, including community colleges operating within the program of the University, and who possess an Associate in Arts (A.A.) or an Associate in Science (A.S.) degree, shall be guaranteed an opportunity to continue their education on a full-time basis at a baccalaureate campus of the University; and
2. Graduates of two-year colleges within SUNY with an A.A. or an A.S., when accepted in parallel programs at baccalaureate campuses of the University, shall be accorded full junior status and be given the opportunity to complete the requirements for a bachelor's degree within four additional semesters of full-time work; and
3. Graduates of two-year colleges within SUNY, when accepted with junior status within parallel programs at baccalaureate campuses of the University, shall be granted full credit for general education courses taken and not be required to repeat successfully completed courses with similar curricular content; and
4. Only those admissions requirements to institutions or to particular programs applicable to continuing and returning students shall be applied to SUNY A.A. and A.S. transfer students; and
5. These transfer students shall be accorded, as far as possible, opportunities in areas such as housing, advisement and registration comparable to those of returning and continuing students; and
6. Baccalaureate campuses of SUNY in their enrollment planning shall give priority to A.A. and A.S. graduates of the State University and City University of New York over other transfers; and

7. Academic decisions on admissions for such transfer students shall be based solely on their previous collegiate record; and
8. Baccalaureate campuses in making these admissions' decisions shall pay particular attention to applications from A.A. and A.S. transfer students from their region who cannot relocate to another part of the State; and, be it further

Resolved that this Board endorses the following additional principles approved by the SUNY Joint Committee on Transfer and Articulation:

1. Students transferring within the State University of New York will be treated by their receiving institution in the same way as native students of that institution for all academic purposes.
2. Students transferring without a SUNY A.A. or an A.S. degree will receive full credit for general education courses successfully completed (i.e., for which credit was awarded at the prior institution) as well as for all other first- and second-year courses generally offered at SUNY four-year institutions, and will not be required to repeat successfully completed courses with similar curricular content. They will also receive credit toward the major for all successfully completed first- and second-year courses with similar curricular content offered at that SUNY four-year institution.
3. Students transferring with a SUNY A.A. or an A.S. degree will have junior status when accepted into a parallel program at a SUNY four-year institution. These students will receive full credit for general education courses successfully completed (i.e., for which credit was awarded at the prior institution) as well as for all other first- and second-year courses generally offered at SUNY four-year institutions, and will not be required to repeat successfully completed courses with similar curricular content. They will also receive credit toward the major for all successfully completed first- and second-year courses with similar curricular content offered at that four-year institution.
4. Students transferring from one SUNY two-year institution to another will receive full credit for general education courses successfully completed (i.e., for which credit was awarded at the prior institution) as well as for all other first- and second-year courses generally offered at SUNY institutions, and will not be required to repeat successfully completed courses with similar curricular content.
5. Students transferring among SUNY four-year institutions will receive full credit for general

education courses successfully completed (i.e., for which credit was awarded at the prior institution) as well as for all other first- and second-year courses that are generally offered at SUNY four-year institutions. Students will not be required to repeat successfully completed courses with similar curricular content. They will also receive credit toward the major for all successfully completed first- and second-year courses with similar curricular content offered at the destination four-year institution.

6. Students transferring among SUNY four-year institutions may also transfer 300/400-level courses among institutions, subject to a transcript evaluation by the departmental or college faculty in the major program in which the student enrolls. The extent to which such courses fulfill requirements toward the major and the degree will be subject to established major requirements and campus residency requirements.

7. Students transferring from a SUNY four-year institution to a two-year institution will receive full credit for general education courses successfully completed (i.e., for which credit was awarded at the prior institution) as well as for all other first- and second-year courses that are generally offered at SUNY institutions, and will not be required to repeat successfully completed courses with similar curricular content.

8. Students transferring into any SUNY institution will receive a transcript evaluation as close to the time of admission as possible, but no later than payment of their enrollment deposit or upon request. The transcript evaluation will detail how their prior courses will be accepted in transfer and credited toward the selected major. At the time of the evaluation of credits, and in the event that credits are not considered transferable, students will be notified of their right to appeal such credit evaluation through a process that is transparent and easily accessible. The Provost of the State University of New York will make the final decision in the appeal process. Unless conclusive evidence demonstrates otherwise, first- and second-year undergraduate courses successfully completed at one SUNY institution will transfer with full credit to other SUNY institutions.

9. Any SUNY institution may appeal another SUNY institution's refusal to award credit for one or more of its courses. The appeal will be reviewed by a faculty-led committee. Unless conclusive evidence demonstrates otherwise, first- and second-year undergraduate courses will be expected to transfer with full credit. The committee will make a recommendation to the Provost of the State University, who will make the final decision in the appeal process. Final decisions that support acceptance of credits for courses successfully completed will result in such courses being added to the SUNY-wide database of equivalent courses; and, be it further

Resolved that the Chancellor, or designee, be and hereby is, authorized to amend the “Guidelines for the State University of New York Transfer Policy,” approved in Trustees’ Resolution 90-196, dated September 27, 1990, to incorporate the additional principles of the SUNY Joint Committee on Transfer and Articulation and to implement, beginning with fall 2010, the reaffirmed and strengthened policy on student mobility within the University, including provisions for a student and institutional transfer appeal process.

Background

The Board of Trustees has a long-standing commitment to facilitating student transfer between two- and four-year institutions, having approved several policies over the years to expand access and service to New York A.A. and A.S. degree graduates. In light of emerging interest in aligning P-12 with higher education and increased access to higher education, in late 2007 a special joint committee was appointed; this faculty-lead committee with representatives from community and four-year colleges was charged with exploring and recommending ways to facilitate student transfer within the University system. The Joint Committee on Transfer and Articulation studied research data and trends on student transfer with and without degrees to and from all University sectors; the Joint Committee consulted the University governance bodies and System leadership regularly since December 2007.

In October 2009, the Joint Committee approved a set of principles which, if endorsed, will expand the concept of transfer and student mobility within the University. The key features include: 1) transfer of credit for general education and first- and second-year courses in the major for students with or without an A.A. or A.S.; 2) transfer of courses required for the major typically taken in the first 60 credits of a baccalaureate degree; 3) transfer of upper-level course credit in the major subject to evaluation by the receiving college; 4) institution of an intra-University student transfer credit appeal process; and 5) institution of an State University inter-institutional transfer credit appeal process.

The change in policy to facilitate student mobility within the University is consistent with the State University’s statutory mission as well as with the June 2008 *Final Report of the New York State Commission on Higher Education* which recommended strengthening access and alignment between P-12 and higher education and strengthening student transfer among the campuses of CUNY and SUNY systems. Following approval of the policy by the Board of Trustees, implementation guidelines will be developed by the Office of the Provost of the University in consultation with the Joint Committee and promulgated to campuses for implementation in fall 2010.