

**TRANSFER MAJOR STEERING COMMITTEE**  
**PROPOSED FOUNDATIONAL PLAN – Initial Subcommittees, Activities, Members, and Timelines**  
*(Proposed on 5/4/2018)*

**TIMELINE/DEADLINES for TMSC & SUBGROUP ACTIVITIES:**

- May 4, 2018:** TMSC Inaugural Meeting (*Ankeny*)
- May 7 – June 12:** Subgroups meet at least once
- June 13 - 27:** TMSC Planning Meeting (*Marshalltown?*)
- June 28 – Aug. 2:** Subgroups meet as needed to complete deliverables
- Aug. 3-10, 2018:** Deliverables below in draft form for TMSC’s review at regular meeting.

**TMSC Regular Meetings Schedule (every two months):**

**FIRST-YEAR TIMELINE:**

**Effective Date of IAC Chapter 21:** By **August 1, 2019** – CCs shall not transcript, catalog, or market an AA or AS program using terms containing or synonymous with the term “major”, or which imply a specialization within a subject area.

**Summer 2018:** *TMSC & its subgroups meet to establish the TM initiative foundational components, resources, and Discipline Framework (DF) goals, schedules, and guidelines. LACTS Committee discusses role.*

**Fall 2018:** *Discipline-specific subcommittees meet to establish statewide Discipline Frameworks. Vetting, approval, and submission activities start.*

**Spring 2019:** *Subcommittee work continues. Policy, procedure guidelines finalized. Statewide curriculum database and submission process improved. LACTS solidifies role – potential new agreement in the Public Connection.*

**Summer 2019:** *Curriculum database and processes running smoothly for continued development of statewide DF and CC submissions of TMs.*

**SUBCOMMITTEES – TASKS/DELIVERABLES: *What? Who? When?***

1. **CC “Majors” Audit** – Determine how to efficiently collect current CC “majors” courses into a sortable, searchable format by discipline so we can identify common courses/elements for Discipline Framework subcommittees’ work. **GOAL: Start collecting “majors” by July, 2018.**

**DE FACILITATOR:** *Chris Russell*

**SUBGROUP LEADER:** *Jennifer Condon (ICCC)*

**SUBGROUP MEMBERS:** *Amanda O’Neal (IWCC), Connie Buhr (HCC), Jennifer Condon (ICCC), Kari Hensen (DMAACC), David Massey (NIACC), Darrin Moeller (WITCC)*

**MEETING DATE(s):** \_\_\_\_\_

2. **Regents’ Program/Course Resources Audit** – Determine what resources the Regents can provide to guide and expedite the “transferability” aspect of the DF. Address questions such as: Who from each university should serve on DF subcommittees? What is the most efficient way to use course equivalency guides? How should proposed DF be vetted (approved) by the Regents?

**DE FACILITATOR:** *Zoë Thornton*

**SUBGROUP LEADER:** *Kelly Friesleben (ISU)*

**SUBGROUP MEMBERS:** *Tom Paulsen (Iowa), Jo Loonan (UNI), and Kelly Friesleben (ISU), Steve Warnstadt (WITCC), Lindsay Ramsay (EICC), Jon Buse (KCC), John Hartog (NWCC)*

**MEETING DATE(s): May 4, 2018**

**DELIVERABLE DEADLINE(s): \_\_\_\_\_**

3. **Policies & Procedures\*** – Draft policies, procedures, and guidelines for the statewide TM initiative surrounding key processes such as: establishing a template for Discipline Frameworks (DF); DF subcommittee expectations and timelines; proposed DF vetting and approval; CCs submission of Transfer Majors (TM) aligned with approved DF, as well as those without approved statewide DF.

**DE FACILITATOR: *Barbara Burrows & Eric St Clair***

**SUBGROUP LEADER: *Jane Bradley, HCC***

**SUBGROUP MEMBERS: *Doug Binsfeld (NCC), Jane Bradley (HCC), Darlas Shockley (IHCC), Jeremy Pickard EICC), Teresa Garcia (SCC), Joe Davis (NIACC), Juline Albert (WITCC)***

**MEETING DATE(s): \_\_\_\_\_**

*\*This will be the primary focus of the next TMSC meeting.*

Discussion Notes: