Reverse Transfer Meeting Summary
Oct. 21, 2011 2-4pm
Honolulu Community College

Attendance: Erika Lacro (convener, HCC), Maggie Templeton (HCC), Farah Doiguchi (HCC), Scot Parry (HCC), Colleen Shishido (MC), Geri Imai (WCC), Patti Chong (WCC), Sheldon Tawata (KCC), Joni Onishi (HawCC), James Yoshida (HawCC), Joanne Itano (System AA), Sharon Fowler (KCC), Chris Manaseri (LCC)

Discussion Items:

1) Current list of students potentially eligible for the reverse transfer of credits and posting of associate degrees.
   The group reviewed the list of students potentially eligible for an associate of arts degree at one or more of the community colleges through the reverse transfer of credits earned. Gary Rodwell provided an updated list for each campus. The criteria students needed to meet included:
   - Students who are currently enrolled in a 4yr campus at UH
   - Looks back to the beginning of time to see if they were at a CC in an AA program
   - If so, the report takes all 4yr campus credits, pushes them back to the CC campus and verifies that they have completed the necessary requirements for an AA

   The total number of students for each campus:
   Hawaii – 3
   Honolulu – 6
   Kapiolani – 23
   Kauai – 2
   Maui – 0
   Windward – 17
   Leeward – 50

2) Implementation
   The group agreed the reverse transfer initiative was important to the system and our students. Steps would be taken at each campus to work out logistical issues associated with the verification (by counseling) and communication for posting the degree to the student’s transcript (by the campus registrar). The campuses agreed that implementing the reverse transfer process at the end of the fall 2011 semester would be possible.

   Erika will work with Gary Rodwell to determine if a process can be used to alert students of the pending degree confirmation via STAR. The group discussed at length the issues related to automatically posting the degree versus providing the student with some type of notification. The majority of the group agreed that notification to the student was important because 1) the action would permanently affect the student’s academic record 2) that action could trigger student loan deferment to become due prematurely if the student was attending another campus for further degree requirements (this will be further investigated by Erika).

3) Other issues for further discussion
   Each campus is responsible for ensuring the rules in STAR are kept up-to-date each year as program requirements change. Plans to ensure that updating takes place will be discussed with
the VCAA group. Outdated rules will make these queries unworkable. This may be the reason Maui shows no reverse transfer students.

Education and training for students, faculty and staff on the use of STAR seems to be an area of concern. Honolulu recently held a STAR month campaign, which included workshops for students and advisors and a roll-out of a communications plan. These resources will be shared if the other campuses are interested in using the material.

A great deal of discussion took place on the proposal under review regarding a matriculation fee versus a graduation fee. Concerns were brought up about the implementation of the policy, the amount of funding that would result in the change of the fee structure and communication to the students. The group agreed that these concerns have been articulated through the bodies currently reviewing the policy and the concerns are reflected in those notes.