

College Transfer Matrix Committee  
Meeting notes, 10/29/2008

The Committee met to decide how to approach the transfer matrix project. A web-based application will be developed to 1. streamline and automate the course evaluation process, and 2. furnish transfer information and policies to the public.

It was noted that a transfer matrix exists between the three public institutions of higher education. Del. Tech maintains the matrix on their web site as a fairly static document. The Committee wants to expand the matrix to include the private institutions and make a web-based matrix that is more interactive for private and institutional users.

First steps in developing a comprehensive, web-based matrix:

1. Populate a database with course descriptions from each institution of higher education.
2. Focus initially on first- or second-year courses.
3. Determine which courses presently transfer across the board.
4. Determine which courses presently do not need faculty evaluation in order to be included on the matrix.
5. Have a “starter matrix”, web-based and available by the end of the year.
6. Gather transfer policies from each higher education institution.
7. Gather any existing dual enrollment/dual credit policies and compare with Guiding Principles developed by the P20 Dual Enrollment/Dual Credit Committee in cooperation with the higher education institutions.

It was noted that information offered to the public should explain the purpose and use of college credit transfer and its relationship to using coursework from multiple institutions to apply toward a degree.

It was also noted that all the higher education institutions are on-board and contributing to this project, including privates.

The information offered to the public is intended to be comprehensive and will include all opportunities or links to opportunities available to Delawareans and information about how they differ, i.e. dual enrollment/credit, Tech-Prep, articulation agreements, transfer.