

2014-2015 ACADEMIC YEAR

# PARTNERSHIP REPORT

Prepared for Arizona Western College || September 11, 2015

# INTRODUCTION

A MESSAGE FROM KELLY ROBLES, AZTRANSFER EXECUTIVE DIRECTOR

AZTransfer's vision is that college degrees are accessible to all Arizonans. We support successful application of transfer credits leading to degree completion for students in all public and tribal higher education institutions in Arizona. Our primary focus is reducing time and cost to degree and reducing loss of credit hours upon transfer between institutions. AZTransfer convenes the 10 public community college districts, the two tribal colleges, and the three state universities to maximize the alignment of college credits and degree programs. We simplify the transfer process by removing the traditional barriers that students have historically faced when moving from a community college to a university.

Meeting the higher education needs of our state and increasing the rate and number of college graduates is a priority for AZTransfer. Our goal is degree completion at both the associate's and bachelor's degree level and we know that we are influencing student behavior in the right direction. National and statewide student success data show that for students who choose to attend a community college first, they are more successful in terms of GPA attainment, second year retention, and university graduation rates, if they complete an associate degree first before enrolling at the university.



The priorities established by the AZTransfer Steering Committee inform the work of our team to both develop tools for students and also promote the value and use of these tools. AZTransfer staff create and maintain a number of online self-service tools for students so that they can compare university degree programs, find the equivalent courses at their local community college, and confirm that they are on the right pathway.

With the energy and enthusiasm that emerges with new leadership, AZTransfer is positioned to face the challenge of perceived impossibilities set before us to create a culture of transfer in our state and facilitate college access and degree completion for all Arizonans.

This report is provided to AZTransfer institutions to identify, archive, and summarize the key financial and human capital contributions to the Arizona Transfer System made jointly by each institution's participants and AZTransfer staff in the 2014-2015 academic year.

# MEMBERSHIP

AZTransfer's organizational structure is built around multi-institutional collaboration throughout all of our committees and workgroups. By bringing all 15 higher education institutions together, AZTransfer is well-positioned to implement meaningful change to positively impact the student transfer experience. These committees represent a variety of educational interests including strategic planning, academic advising, admissions/records, curriculum planning, and data and evaluation.

AZTransfer is organized into several key bodies including a Steering Committee, AZTransfer Facilitators, and Articulation Task Force (ATF) faculty/staff representatives. These groups are the collective membership of each of our 15 higher education institutions in Arizona. It is a point of pride for AZTransfer that each of our 50+ committees has at least one representative from our participating institutions. This in-kind commitment of time and effort is made voluntarily by each school and is a testament to the value they place on the work that we do.

TYPE OF MEMBER / CONTACT	NUMBER FOR AWC in 2014-2015	NUMBER FOR ALL INSTITUTIONS in 2014-2015
Total Number of AZTransfer Members	63	1,755
ATF Faculty	44	1,249
ASSIST	5	78
Academic Advising ATF	1	72
Admissions & Records ATF	2	59
Community of Interest	13	156



# ARTICULATION TASK FORCES

**A**ZTransfer manages 41 discipline specific Articulation Task Forces (ATFs) comprised of over 1,700 individual participants who meet annually. ATFs consist of faculty members appointed by their institution to represent both the institution and their specific academic discipline(s). ATFs serve as a forum for public community colleges and universities to cooperatively exchange articulation information in a timely manner in order to actively participate in the implementation of the Arizona Transfer System.

Each partnering institution has designated an ATF Facilitator who has responsibilities at both the institutional and statewide level for managing the operational procedures supporting transfer articulation in Arizona. ATF Facilitators provide oversight and coordination of processes and procedures related to ongoing maintenance of course equivalencies, transfer tools, and ensure that institutional faculty and staff are familiar with the Arizona Transfer System. Facilitators have responsibilities to participate in three to four discipline specific ATF meetings each academic year. Each summer, AZTransfer coordinates and hosts a two-day training retreat to prepare facilitators for the fall ATF season.

Below is a summary of institutional participation in the Articulation Task Forces for the 2014-15 identifying hosts, chairs, and facilitators for given disciplines.

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## Participation Profile

**Attended:** 29 (72.5%)

**Absent:** 7 (17.5%)

**No Program:** 4 (10%)

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## Facilitated Meetings

3 / 40 (7.5%)

DISCIPLINE	FACILITATOR
Anthropology	Elaine Groggett
Psychology	Elaine Groggett
Technology	Elaine Groggett

# COURSE EVALUATION

The Arizona Course Equivalency Tracking System (ACETS) is a web-based application that tracks course equivalency decisions, including SUN courses, as the courses move through the statewide evaluation and articulation process. ACETS supports all decision-making required to establish equivalencies in Arizona beginning with the initial request for an equivalency evaluation and ending with the creation of a report to be used by Arizona university encoders. ACETS tracks the timeframe for course equivalency from source institution to target institution and triggers a report to target institutions when timelines are outside normal boundaries. A target school records its decision in ACETS within 45 days and encodes it within 15 days. Institutions can check recent information activity by querying the database.

## ACETS Numbers Report

Number of forms submitted by Arizona Western College.

FORM TYPE	NUMBER
New Course Form	88
Modified Course Form	88
Editorial Change Form	3
Course Deletion Form	23
Data Cleanup Form	0
CEG Cleanup Form	0
Exam Change Form	0
SUN Action Form	4

## ACETS Equivalency Completion Report

TOTAL AWC SUBMISSIONS 206



Not Transferrable	35
Departmental Elective	83
Direct Equivalency	30
Elective Credit	31
Pending	3



Not Transferrable	0
Departmental Elective	102
Direct Equivalency	26
Elective Credit	31
Pending	4



Not Transferrable	40
Departmental Elective	67
Direct Equivalency	40
Elective Credit	13
Pending	4



# CURRICULUM APPROVAL & FORM ROUTING

The Academic Curriculum Review and Evaluation System (ACRES) is available for Arizona institutions to use for their formal internal curriculum review and evaluation process. Curriculum approved through ACRES can be submitted directly to ACETS with a single click. Other institutional processes can also be deployed in ACRES such as Program Approval forms, Institutional Degree/Certificate forms, Employee Development and more.

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## ACRES Numbers Report

The total number of forms in the system for Arizona Western College is 2,664. This figure includes archives. Below is a summary of the forms processed in academic year 2014-2015.

FORM NAME	NUMBER
General Education (GE) Course Form	7
Program Approval Request Form	1
Skills Center (SC) Course Form	4
General Course Form	1,191
Minor Modification of Existing Course	260
Group Minor Modification	14
Deletion of Course or Program	255
Annual Deletion	72
Writing Intensive Course Checklist	38
General Program Form	336
Minor Modification of Programs	51
Credit by Examination	40

# DATA REPORTING

The Arizona State System for Information on Student Transfer (ASSIST) is a relational database containing enrollment and degree information on students attending Arizona's public universities and community college districts. The public universities and colleges submit prescribed data files to AZTransfer, each containing data about students enrolled at their institution and degrees received. Using an eight-step algorithm, AZTransfer processes the submitted students to determine the ASSIST student identification number and adds the data to the database, thus providing the institutions with the capability to track their students as they attend institutions around the state without identifying the specific student. The ASSIST Steering Committee is responsible for overseeing the usage of ASSIST. The ASSIST Data Contact is responsible for submitting the prescribed data files.

## Data Processed

TYPE OF DATA PROCESSED	NUMBER FOR AWC in 2014-2015	NUMBER FOR ALL INSTITUTIONS in 2014-2015
Number of Files Loaded Into ASSIST	6	182
Number of Records (Student Enrollments and Degrees) Loaded Into ASSIST	87,555	5,018,270
Number of Students Processed for ASSIST Student ID Number	32,653	1,412,468
Number of Revised Files Loaded to Replace ASSIST Data	0	29
Number of Revised Records (Students) Loaded to Replace ASSIST Data	0	582,405

## Standard Reports

The first goal of ASSIST is to provide information to assess the effectiveness of Arizona's general education curriculum and transfer model. AZTransfer prepares several reports throughout the year for each institution that report on the number of the institution's students that transferred to the universities, and the number of their transfer students that received baccalaureate degrees. These reports are distributed by AZTransfer to both the ASSIST and AZTransfer Steering Committees. The information in ASSIST is also available to participating institutions directly, so that institutions may produce reports that meet their specific need.

REPORT DESCRIPTION	NUMBER FOR AWC in 2014-2015	NUMBER FOR ALL INSTITUTIONS in 2014-2015
New Transfers by Ethnicity, Gender, Age Group, Entry Transfer Hours, Discipline, Academic Preparation	2	26
Baccalaureate Degree Recipients by Ethnicity, Gender, Age Group, Entry Transfer Hours, Discipline, Academic Preparation	2	26

## DATA REPORTING (CONTINUED)

### Special Reports & Projects

A special project was created for AWC for use in the 2014-2015 academic year.

REPORT DESCRIPTION	NUMBER FOR AWC in 2014-2015
Manually update degree goal for Fall 2009 and later from special submission.	105,345

### Other Reports & Projects

In addition to the above standard reporting, AZTransfer prepares reports as approved by the ASSIST Steering Committee, most often when all institutions are asked to prepare a report for an external entity. AZTransfer will access ASSIST on behalf of the individual institutions and prepare the same report for each institution. Examples of this type of reporting completed in 2014-2015 include the calculation of a New-to-Higher Education cohort (NHE) and their transfer rate for the Community College Strategic Vision 2020 report, and the reporting of high level postsecondary enrollment data on high school graduates for AZ Department of Education (SLDS).

REPORT / PROJECT DESCRIPTION	NUMBER FOR AWC in 2014-2015	NUMBER FOR ALL INSTITUTIONS in 2014-2015
ABOR Enterprise Metrics: New Transfers, Baccalaureate Degree Recipients, Four-Year Graduation Rate	0	4
Enterprise Metrics: Four-Year Graduation Rate by CC Transfers	1	14
CC Strategic Vision 2020: Transfer Behavior Cohort Six-Year Transfer Rate	1	10
NHE Transfer Rate: General Cohort, Transfer Intent Cohort, Transfer Behavior Cohort, Three-Year, Four-Year, Five-Year and Six-Year Transfer Rate	4	36
New to Higher Ed Cohorts: Number of Students in Cohorts	7,143	145,808
Statewide Longitudinal Data System: Matched High School Students	11,276	323,113
Statewide Longitudinal Data System: Reported Students' Term Enrollment Data to ADE	48,915	1,755,240

# AZTRANSFER SUMMIT

The AZTransfer Summit is a conference for faculty and transfer professionals in Arizona public postsecondary education to convene and network, share best practices, explore trends in transfer, and learn more about the Arizona Transfer System. The second annual Summit was held Friday, April 17, 2015 at the Arizona Biltmore in Phoenix, AZ and was attended by 193 transfer professionals from across Arizona.

## Attendees from AWC

**Total Registered:** 5  
**Total Attended:** 5 (9% of all attendees)

## Attendee List

**Martha Cordova**  
Director of Transfer Services

**Linda Elliott-Nelson**  
Vice President for Learning Services

**Dawn Ponce**  
Director, HSI STEM Grant

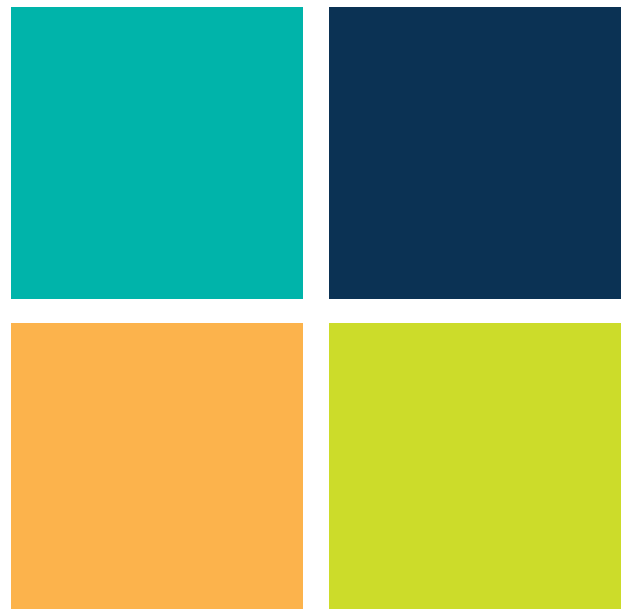
**Wanda Reid**  
STEM Advisor

**Mary Schaal**  
Dean of Institutional Effectiveness,  
Research, and Grants

## Presenters from AWC

**Dawn Ponce & Wanda Reid**  
*Surfing the Pipeline to STEM Success: The AAS  
to BAS Transfer Degrees at AWC and NAU*  
Breakout Session

**Martha Cordova**  
*Hosting A Successful Transfer Fair*  
Roundtable Presentation





# OUTREACH & EVENTS

**P**art of AZTransfer's marketing and communications plan includes participation in college fairs, transfer fairs, and conferences that connect AZTransfer with students, families, counselors, advisors, and educational professionals statewide. Below is a summary of AZTransfer's participation in these events serving Yuma County and southern Arizona.

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## FALL 2014

### High School Visits - Southern Arizona

Nogales High School  
Sahuarita High School

### Other Events

#### Arizona School Counselors Association College Preview Day at UA

Serving high school counselors in southern Arizona

#### Phoenix National Association for College Admissions Counseling (NACAC) Fair

Held at the Phoenix Convention Center,  
serving students and families statewide

#### Tucson College Night

Serving students in southern Arizona, held at  
the Tucson Convention Center

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## SPRING 2015

### Arizona School Counselors Association Spring Conference

Serving high school counselors statewide

# PUBLICATIONS & RESOURCES

AZTransfer produces several annual publications targeted at a variety of audiences. Below is a list of the publications produced in 2014-2015 that are available by request in quantities for AZTransfer institutions.



## Plan Your University Transfer

### Tri-Fold Brochure

This brochure is designed for high school students, community college students, and general audiences. It describes the tools on AZTransfer.com as well as steps for transfer, the AGECE, tips for transfer, and more.



## Make Every Credit Count Bookmark

This bookmark provides a basic overview of the main functions of AZTransfer.com and is intended for high school students, community college students, and other general audiences.



## Handbook & Policy Manual

### Spiral Bound

The AZTransfer Handbook & Policy Manual provides detailed information about AZTransfer operations and policies and contains step-by-step guides for running statewide meetings, processing ACETS forms, and more. It is also available on the AZTransfer Steering Committee website. The manual is intended for facilitators and ATF members but is equally valuable to all participants in the Arizona Transfer System.



## JLBC Report

### Tri-Fold Booklet

In accordance with ARS 15-1824, AZTransfer prepares this annual report to the Joint Legislative Budget Committee on the progress toward improving articulation and transfer in Arizona. It presents major accomplishments and a description of the activities and tools used in the Arizona Transfer System. This report is also distributed to stakeholders statewide in December.



# CONTACTS

The individuals listed below are key contacts for questions about AZTransfer.

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## Steering Committee

### Linda Elliott-Nelson

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## AZTransfer Facilitators

### Elaine Groggett

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