



## Transfer Model Curriculum (TMC) Review and Revision Criteria and Processes During 5-Year Review

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### Criteria for Revisiting an Approved TMC

The processes for the development and approval of a Transfer Model Curriculum (TMC) are intended to ensure that the developed TMC effectively delineates the major component of an associate degree that rightfully stands on its own as a discipline major at the associate degree level and well-prepares students for transfer to the California State University (CSU). Discipline faculty from the CSU and the California Community Colleges (CCC) work together to design TMCs that are then used at the CCC to create Associate Degrees for Transfer (ADTs). They are used at the CSU to evaluate whether or not they fit the criterion that a student can graduate in 60 units at the CSU.

The Intersegmental Curriculum Workgroup (ICW) recognizes that any change to a TMC could significantly affect the ADTs already approved at the 114 CCC and the designations of similar by the 23 campuses of the CSU. Depending on the changes sought, even apparently non-substantive changes to a TMC, such as adding additional courses to a TMC, might lead to changes in ADTs, and could affect the designation of similar by the CSU campuses. Substantive changes to a TMC, such as changing required courses, would almost certainly necessitate that each CCC with an ADT revise their degree and that each CSU re-examine their designation of similar. Yet, the ICW also recognizes that education is a dynamic enterprise, that knowledge evolves, and that the needs of students come before the need to preserve current transfer requirements. Therefore, the ICW has developed the following criteria to guide deliberations on whether or not to accept a proposal to modify an existing TMC, whether the proposal emerges during the scheduled TMC review process (see page 2 of document), or outside of the scheduled review cycle

### Criteria for Revisiting an Approved TMC

1. The ICFW may decide to accept a proposal to modify a TMC if CCC and/or CSU faculty present compelling arguments calling for revision to the TMC.
2. Data supporting a compelling argument may include but is not limited to:
  - a. Percentage of ADT's developed at CCC's that could potentially have the degree.
  - b. Percentage of CSU's with the major who have indicated that the TMC is "similar" to their major.
  - c. Percentage of "options" that CSU's with the major have indicated are "similar" and/or not similar.
  - d. Number of students transferring from all CCC's to the CSU in the discipline.
3. Faculty can also argue that qualitative developments in the discipline, and/or demands by accreditation agencies, or recognize that the original TMC may have missed something and therefore changes to the TMC are warranted.

4. In considering requests to revise approved TMC's, the ICFW may also take into consideration the following data:
  - a. The number of students who completed the ADT.
  - b. The number of units student with the ADT complete at CCC's prior to transfer.
  - c. The number of units students complete in earning their degree after transferring to a CSU institution.
  - d. The number of students transferring in the major without the ADT.
  - e. Number of students graduating in the major with a bachelor's degree after earning the ADT.

Note: The "percentage" and "number" for the above criteria are deliberately NOT specified as there may be a number of explanations. Instead, such data might be used to make compelling arguments for change or for not approving a request to revise a TMC.

## **The TMC Review Process**

1. A Faculty Discipline Review Group (FDRG) normally begins to review its TMC in the fourth academic year after its initial approval date. Due to the need to review both the TMC and the impact of any changes made to it, the TMC review cycle is a two-year process. Typically, the review of the TMC and its associated descriptors are initiated in the same cycle. During the fall term, the C-ID system will alert the FDRG lead and C-ID staff of the need to initiate the review. In addition, a "call for comment" message and survey will be sent out via all appropriate discipline listservs and the CIAC listserv that is used by articulation officers. C-ID and CSU will collaborate on development and distribution of survey and on collection and dissemination of survey results. The review cycle will be reinitiated every 4<sup>th</sup> year subsequent to the completion of the previous review cycle.
2. After the initial review period, the C-ID system will indicate when a TMC was last reviewed and when it is scheduled to be reviewed again.
3. If a TMC will be revised, then notification of this intent is made before the end of the review cycle. The FDRG considers all information gathered via the "call for comment" process and any relevant data. The FDRG will present a draft of the proposed changes to the TMC and descriptors before the C-ID AO Subgroup, to gain additional CCC and CSU system-wide feedback, particularly concerning articulation and impact of changes to the TMC or descriptors on colleges or students. The revised TMC is vetted and finalized by the end of spring of the fifth year.
4. If a TMC is revised, a determination must be made as to whether or not the revision will:
  - a. Require existing degrees to be revised
  - b. Impact determinations of similar
    - i. If the revision will require a and or b, the FDRG must provide a rationale for the change and the resulting impact. The impact on determinations of similar will be determined prior to the review of the rationale. The rationale will be reviewed and accepted or denied by the faculty subgroup of the ICW.
      1. If the rationale is accepted and existing degrees will need revision, CCCs will have one year from the determination to make the required degree modification.
      2. If the rational is accepted and there will be changes to determinations of similar will change, a plan will be developed to determine how students will be impacted.
  - c. If a TMC is revised, it will need to be resubmitted to the CSU for determinations of "similar" and will necessitate recertification of all currently approved transfer degrees.