Memorandum

To:	**Career-Technical Directors and Superintendents**
From:	**Paula Compton, Associate Vice Chancellor, Articulation and Transfer**
Date:	**7/22/2015**
Subject:	**Updated Career-Technical Assurance Guide (CTAG): Electrical Engineering Technology**

I am pleased to announce an update to a Career-Technical Assurance Guide (CTAG) that facilitates transfer from Ohio's public secondary career-technical institutions and Ohio Technical Centers (OTCs) to Ohio's public colleges and universities.

This memorandum will discuss the updated Electrical Engineering Technology CTAG.

Electrical Engineering Technology
The Electrical Engineering Technology CTAG was updated through the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Board of Regents (OBR) and the Ohio Department of Education (ODE) that supports the legislative mandates in ORC 3333.162. Faculty experts from two-year and four-year institutions across the state worked on the initiative to ensure similar academic content by examining and providing input into ODE Content Standards and then aligning those standards with post-secondary learning outcomes contained within the Engineering Technologies TAG and the previously established Electrical Engineering Technology CTAG. A survey was sent to all Higher Education University System of Ohio member institutions for review, comment, and endorsement. Findings favored the update of the already existing statewide agreement. The attached Assurance Guide details the criteria that will provide career-technical students the opportunity to earn credit for the following approved Career-Technical Articulation Numbers (CTANs):

DC Circuits (Shared OAN OET001): **CTEET001** = 3 semester hours
Digital Electronics (Shared OAN OET002) = **CTEET002** = 4 semester hours
Programmable Logic Controls = **CTEET003** = 3 semester hours

Secondary Institutions and Students
Secondary career-technical institutions, may not use the Certificate of Affirmation for Electrical Engineering Technology and its associated course-level articulations, instead programs must complete a full submission which will be reviewed by a faculty panel. The CTAG document provides guidance on which ODE courses are best aligned to the content in each CTAN, and

programs are encouraged to consult the Electrical Engineering Technology rubrics that were developed for each CTAN. Members of the faculty review panel will review these submissions and determine course approval.

Once a secondary institution has its course(s) approved, students will be able to access college credit if they pass the associated course(s) and work with their secondary institution to submit their official transcript and verification form to the institution of higher education they wish to attend. Students must fulfill all pre-requisites contained within the CTAG before an institution of higher education awards credit.

Programs With Prior Approval

Secondary institutions that had approval for the CTAGs in Electrical Engineering, prior to the ODE conversion from the ODE program structure to the ODE course structure, were recently sent separate instruction regarding their need to respond to a system audit that ensures they have continued to align their courses to the CTAGs, considering the switch from programs to courses. Response to the audit is critical for continued participation in the statewide Career-Technical agreement. Inquiries can be sent to Ryan Cupp rcupp@regents.state.oh.us

Ohio Technical Centers and Adult Career-Technical Students
Ohio Technical Centers with Electronics programs or other programs that fulfill the learning outcomes contained within the Electrical Engineering Technology CTAG are still eligible to submit these programs for review by the Electronic Engineering Technology Faculty Review Panel through CEMS.

Programs with prior approval need not take any action.

Adult career-technical students seeking college credit must submit their official OTC transcript indicating successful completion of the program approved for Electrical Engineering Technology and the CTAG verification form to the institution of higher education where they choose to enroll. The institution of higher education must be a part of the statewide agreement or offer the career-technical discipline to facilitate transfer and students must fulfill all pre-requisites contained within the CTAG before the institution awards college credit.

Please review the attached CTAG document, as well as the FAQ Document, for more information on the CTAG and SCTAI process.

I would like to thank all of those involved in this process for their dedication and support. If you have any questions please feel free to Jamilah Tucker, Director of Career-Technical Initiatives at 614.466.0543 or jtucker@regents.state.oh.us.