Memorandum

To:	**Chief Academic Officers and Provosts**
From:	**Paula Compton, Associate Vice Chancellor, Articulation and Transfer**
Date:	**February 5, 2015**
Subject:	**New Career-Technical Assurance Guide (CTAG): Medical Terminology and Statewide Discipline-specific Meetings**

I am pleased to announce the creation and adoption of another new Career-Technical Assurance Guide (CTAG) that facilitates transfer from Ohio's public secondary career-technical institutions to Ohio's public colleges and universities.

This memorandum will discuss the new Medical Terminology CTAG, upcoming CTAG offerings, and request your nominations for participants in upcoming statewide meetings.

Medical Terminology

The Medical Terminology CTAG was created 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 the post-secondary learning outcomes contained within the Ohio Articulation Number (OAN) course OHL020, Medical Terminology. A survey was sent to all University System of Ohio member institutions for review, comment, and endorsement. Findings favored the creation of a statewide agreement. The attached Assurance Guide details the criteria that will provide secondary career-technical students the opportunity for credit for the approved Career-Technical Articulation Number (CTAN):

Medical Terminology: **CTMT001 =** 3 semester hours

For this CTAG, post-secondary institutions that are currently approved for Medical Terminology (OHL020) **do not** need to take further action. Because CTAG approval follows TAG approval, OBR will copy the data for this course approval in the Course Equivalency Management System (CEMS) on your institution's behalf. We anticipate completing this data migration by March

2015. Post-secondary institutions that do not already have a TAG approved course for Medical Terminology (OHL020) must complete the TAG submission and approval process before CTAG approval can be granted.

Please review the attached CTAG document, as well as the FAQ Document, for information on how secondary students can access this credit at your institution.

Statewide Meeting Information
To facilitate the successful expansion of career-technical opportunities for credit to secondary partners, the Ohio Articulation and Transfer Network will host several statewide meetings **for discipline-specific faculty** and **front line personnel** at your institution. We are seeking representation from the following disciplines: Criminal Justice, Clinical/Medical Laboratory Technology, Health Information Management, Exercise Science, and Automotive Technology and Ground Transportation. We ask that you nominate one(1) to two (2) faculty members for each discipline in the attached survey, and at least one (1), but not more than two(2) representatives from the front lines of your institution (in the area of admissions, transfer coordination, or registration) to attend one of the statewide meetings. If you completed your nominations when the request was made with the previous CTAG announcements, you do not need to make additional nominations.

Nominations should be submitted no later **February 6, 2015** via this link: https://www.surveymonkey.com/s/RZ2HTB9.

Meeting participants will receive confirmation from our office.

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 contact Tonya Ervin, Assistant Director of Career-Technical Initiatives at 614.387.1022 or tervin@regents.state.oh.us or Jamilah Tucker, Director of Career-Technical Initiatives at 614.466.0543.