

# Transfer Practices Advisory Committee

## Ohio College and University Questionnaire of Promising Practices

### Promising and Best Practices Questionnaire

#### **Introduction**

Over the past 25 years the State of Ohio has developed a highly sophisticated articulation and credit transfer system for Ohio's public colleges and universities. The system is supported by policies, agreed upon practices and guidelines and state legislative initiatives and funding. It has provided a framework that allows students to transfer among Ohio's public colleges and universities seamlessly without loss of time or additional expense for degree completion and guarantees both credit articulation and application to a degree.

A recent analysis of the data compiled by the Ohio Articulation and Transfer Network indicates that there are both regional and institutional variances in the effectiveness of Ohio's articulation framework. This is confirmed by recent national studies (Community College Research Center) that show similar variations nationally and in Ohio for both transfer mobility and completion statistics. A deeper understanding is required to better interpret the reasons and practices that lead to this system-wide variance.

#### **Rationale**

The new information and spotlight on student mobility provides a tremendous opportunity to review the articulation and transfer structure in Ohio and to elicit promising practices that the state's colleges and universities have implemented to promote student transfer and completion success. To facilitate this, the Department of Higher Education has developed the Transfer Practice Advisory Committee, a statewide committee consisting of college and university representatives. The Advisory Committee has been charged with identifying, gathering, analyzing, and disseminating information related to the best and most promising of these practices, which are in place to promote student mobility and degree completion. One of the first actions by the Advisory Committee was to recommend a questionnaire be distributed to all public colleges and universities to gather transfer practices that are working well.

#### **Purpose/Request**

We are seeking your input in providing information relative to practices at your institution that have proven effective in increasing successful student transfer and increasing completion rates. The following questionnaire is designed to address a number of categories that have been identified through research and review of national literature that has promoted student transfer and degree/certificate completion among the transfer population. The questionnaire is designed to assist colleges and universities in identifying promising practices worthy of sharing statewide.

**How to Use this Tool:** The questionnaire is designed to elicit promising and best practices\* for student transfer and completion as identified by Ohio's public colleges and universities. The questions are formed around the ten core principles proven effective in promoting student success. It is likely that colleges and universities individually will not be able to provide best or promising practices for a number of the core principles; however, taken together, it is envisioned that the results of the questionnaire will provide a surplus of strategies that can be shared for all categories. **Given the comprehensiveness of the ten principles, it may take a cross-campus team to complete the questionnaire.** Please give thoughtful responses to the questionnaire and provide your own thoughts on strategies and activities that you believe important but not covered in the questions. For question or further clarification regarding the questionnaire, please contact Pete Ross (pross9321@gmail.com) or Jon Tafel (jtafel1@gmail.com).

*\*Promising and best practice is often used interchangeably, but they do have different characteristics. A best practice is a method or strategy that has gained wide acceptance as more efficient or provides better results than others. A best practice is supported by research or application evidence and illustrates its superiority to other processes or ways of operation.*

*An emerging or promising practice usually does not exhibit the data, as of yet, that supports its position as being the most efficient or demonstrated results. It does, however, have a sound basis in practice and based on sound theory. For the purposes of this Questionnaire, we are searching for promising and best practices in student transfer and completion and are not differentiating between the two. Again, the idea is to identify these practices on Ohio's campuses (what is working well) and make this knowledge base available across the state.*

**Please make only one submission per institution.**

Link to questionnaire: <https://www.surveymonkey.com/r/LGT9663>

Important Note: Your institution **MUST** complete the questionnaire via the link provided above. **The attached PDF file is for reference only. Do not use the PDF version to respond to the questionnaire.**

Please respond to the questionnaire by **January 30, 2017**. Thanks you for your assistance.

\* 1. Please provide your contact information

<b>Name</b>	<input type="text"/>
<b>Title</b>	<input type="text"/>
<b>Institution</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>

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**Outreach**

**The process by which your institution promotes and encourages transfer applications.**

\* 2. Does your institution actively reach out to potential transfer students to promote transfer?

Yes

No

If yes, which methods are most effective? Describe:

\* 3. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

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**Credit Transfer and Application**

**The timing and process by which students are officially notified as to how previous coursework has been accepted.**

\* 4. Do you have a process to provide transfer students with an unofficial copy of the acceptance and application of transfer coursework prior to admission?

Yes

No

\* 5. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

Pathways and Partnerships

**The process by which articulation agreements are initiated, developed, and monitored.**

\* 6. Are Pathways developed jointly with faculty from both sending and receiving institutions?

Yes

No

\* 7. Are Partnerships reviewed on an annual basis?

Yes

No

If no, how often?

\* 8. Is there a point person responsible for Partnership development and updates?

Yes

No

\* 9. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

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**Web/Social Media**

**How potential and accepted transfer students are integrated into the college/university via various forms of social media.**

\* 10. Do you use social media to connect transfer students to the institution?

Yes

No

If yes, please explain what types and how they are used.

\* 11. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

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**Orientation**

**How are transfer students informed of services available, their rights and responsibilities, and the culture of your institution.**

\* 12. Does your institution provide a dedicated orientation for transfer students?

Yes

No

\* 13. Is the orientation mandatory for all transfer?

Yes

No

N/A

\* 14. Does your institution offer a version of a First-Year Experience course for transfer students?

Yes

No

\* 15. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

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**Advising**

**By what process students are assisted in monitoring their degree completion progress and how advisors are kept current in all aspects of transfer related issues.**

\* 16. Are transfer students assigned to specific "transfer advisors" or to a transfer advising team?

Yes

No

\* 17. Are advisors updated relative to state and institutional transfer policies and new partnership information on a consistent basis?

Yes

No

\* 18. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain



Institutional Environment

**The commitment through all levels of the institution that transfer students and their success are an integral part of the Strategic Enrollment Management plan.**

\* 19. Do policies and procedures view native and transfer students equitably?

Yes

No

\* 20. Are there specific activities and organizations that help connect transfer students to the college/university and faculty?

Yes

No

If yes, please explain

\* 21. Do the various departments involved in different aspects of the transfer process receive updates that help coordinate their activities and do they meet on a consistent basis?

Yes

No

Please explain

\* 22. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

Partner Collaboration

**The level and process by which institutions interact to ensure mutual understanding of issues impacting transfer issues.**

\* 23. Does your institution interact with partner institution's faculty, staff, and administrators in the process of development, maintenance, and curriculum alignment of agreements as well as issues related to fostering student success?

Yes

No

\* 24. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and universities.

Yes

No

Please explain including method and frequency of interaction.

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**Financial Assistance**

**Providing students with comprehensive financial information and funding opportunities.**

\* 25. Is a process in place to provide transfer students with a comprehensive Financial Aid plan needed to complete their program without exceeding federal guidelines?

Yes

No

If no, please explain what type of financial advising students receive.

\* 26. Are there specific institutional or other scholarships available for transfer students?

Yes

No

\* 27. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

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**Data Sharing**

**Data related to transfer student profiles, progression metrics, and completion that are routinely shared with partner institutions.**

\* 28. Does your institution have a process in place to regularly share information with partner institutions relative to transfer student success and progression?

Yes

No

\* 29. Check if you would rate this as a Promising Practice to share with Ohio's Colleges and Universities.

Yes

No

Please Explain

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\* 30. Please list any best or promising practice activities that promote degree/certificate completion that are in place or planned at your College or University that may not have been addressed in the previous questions.

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\* 31. Please indicate the appropriate contact at your College /University for follow up information if additional details are required. (If more than one department was involved, please list their contact information (name, phone number, e-mail)

**Name**

**Title**

**Institution**

**Email Address**

**Phone Number**

32. Second contact (if applicable)

**Name**

**Title**

**Institution**

**Email Address**

**Phone Number**

**Thank you for completing the survey.**