Policy and Procedure

Policy 225 Appendix A:

Minnesota State Colleges and Universities
Office of the Chancellor
Academic and Student Affairs--Program Collaboration and Transfer
Guidelines for the Review and Design of a Minnesota Transfer Curriculum

1. Colleges establish their own processes for review of proposed courses.
2. Each course must address the competencies listed in at least one of the 10 areas of the curriculum
   • A single course can address no more than two areas. (An exception is if all courses are expected to address critical thinking, then CT can be a third area.)
   • A course must address at least 51% of the competencies in an area.
   • The competencies must be a significant focus of the course.
3. Students should be able to complete a transfer curriculum with a minimum of 40 semester credits.
4. Some disciplines are excluded by decision of the collaborating institutions. Because not all courses that might address a competency are general education, courses will not be included from: business, health/physical education, computer science (an exception was made for programming for math, but for most programming courses a high level math is a prerequisite), field experience, career orientation, or, in general, any occupational courses or programs.
5. Some courses are excluded because they are required for admittance to college study in Minnesota. Examples include developmental courses in reading, writing, and mathematics. Intermediate algebra is considered to be a developmental course.
6. Natural science laboratory requirements are a minimum of one traditional lab course and a second with a lab-like experience.
7. Competencies, particularly in theme areas, can be addressed by stand-alone courses or can be embedded across part of the curriculum.
8. Development of a MN Transfer Curriculum is an evolutionary process. Colleges are encouraged to continue to develop their courses, pedagogy, assessment, and organization.

A guiding principle suggested for any course: "If the justification for inclusion needs to be elaborate, perhaps the course ought not to be in."

Developed by the original Oversight Committee
Revised by the MnSCU MnTC Oversight Committee on 03/01/02 for MnSCU application, and adopted for U of M application on 11/26/02.

Revised by the MnSCU Transfer Oversight Committee on 9/19/08 for MnSCU application. These guidelines have not been formally adopted by the University of Minnesota 12/5/08.