

TRANSFER OF CREDIT ANNUAL REPORT TO GOVERNOR & LEGISLATURE

Introduction

The New Jersey Commission on Higher Education (the Commission) is required by statute (N.J.S.A. 18A: 62-46) to prepare an annual report to the Governor and Legislature containing a compilation of the data it collected about community college students who transferred to senior public institutions of higher education in New Jersey. At its July 25, 2008 meeting, the Commission adopted a resolution approving the form and content of the Transfer Report. The statute also describes the establishment of the Comprehensive State-wide Transfer Agreement. No changes to the content of the data submission have been implemented for the 2009 report.

Report Format

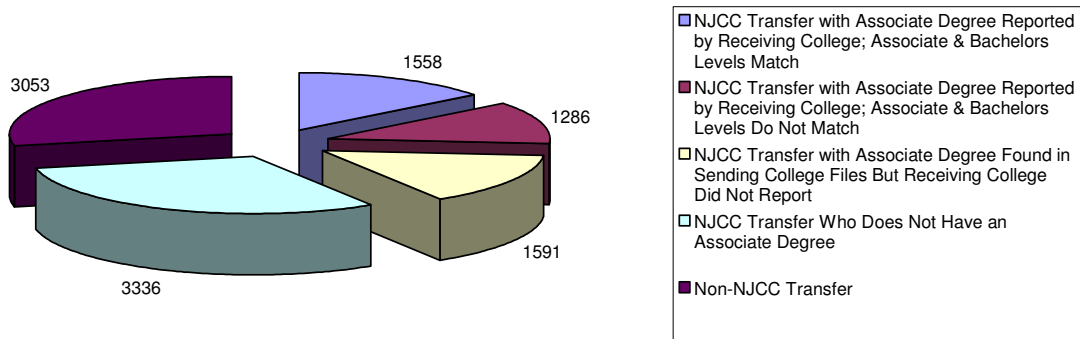
Commission staff has prepared a brief narrative summarizing the transfer data and highlighting some changes for all students who transferred to a senior public institution in 2008 and 2009. Having only two years of data does not allow us to suggest trends or identify environmental conditions (such as economic influences, program specific influence, etc.) yet.

Based on the State-wide Transfer Agreement, the Commission staff created five groups of transfer students as reporting categories in Charts 1 (2008) and 2 (2009):

1. students who transferred and who did not have a NJ community college as their transfer institution (non-NJCC transfer);
2. students with credits from a NJCC and no associate degree;
3. students with an associate degree from NJCC and senior public institution has not reported it; (degree information was found by matching with the NJCC completions files FY2006-Summer 2009)
4. students with an associate degree (A.S., A.A.) from NJCC as reported by the senior public and transferring with an A.A. degree into a B.A. program or an A.S. degree into a B.S. program, i.e., the programs match; and
5. students with an associate degree from NJCC as reported by the senior public and not transferring with an A.A. degree into a B.A. program or an A.S. degree into a B.S. program, i.e., the programs do not match.

These two charts show all students transferring into a senior public institution in each year and in which of the five reporting categories they fall. In 2008 there were 10,824 transfer students and in 2009 there were 11,782 total transfer students, an increase of 958. (No information about UMDNJ transfers or Thomas Edison transfers is in these summary tables, because we received no transfer information from these institutions in 2008.)

New Undergraduate Transfers Received by Senior Public Institutions in Fall 2008



**New Undergraduate Transfers Received by Senior Public Institutions in Fall 2009
(Does not Include Thomas Edison or UMDNJ)**

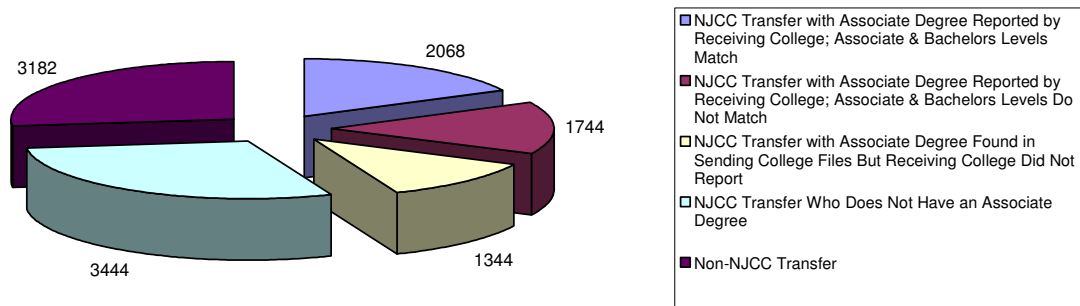


Chart 3 is a breakout of a subset of the transfer students, that is, only the transfer students who had earned credits at a NJCC. Commission staff created three measures to differentiate within those four remaining groups of transfer students:

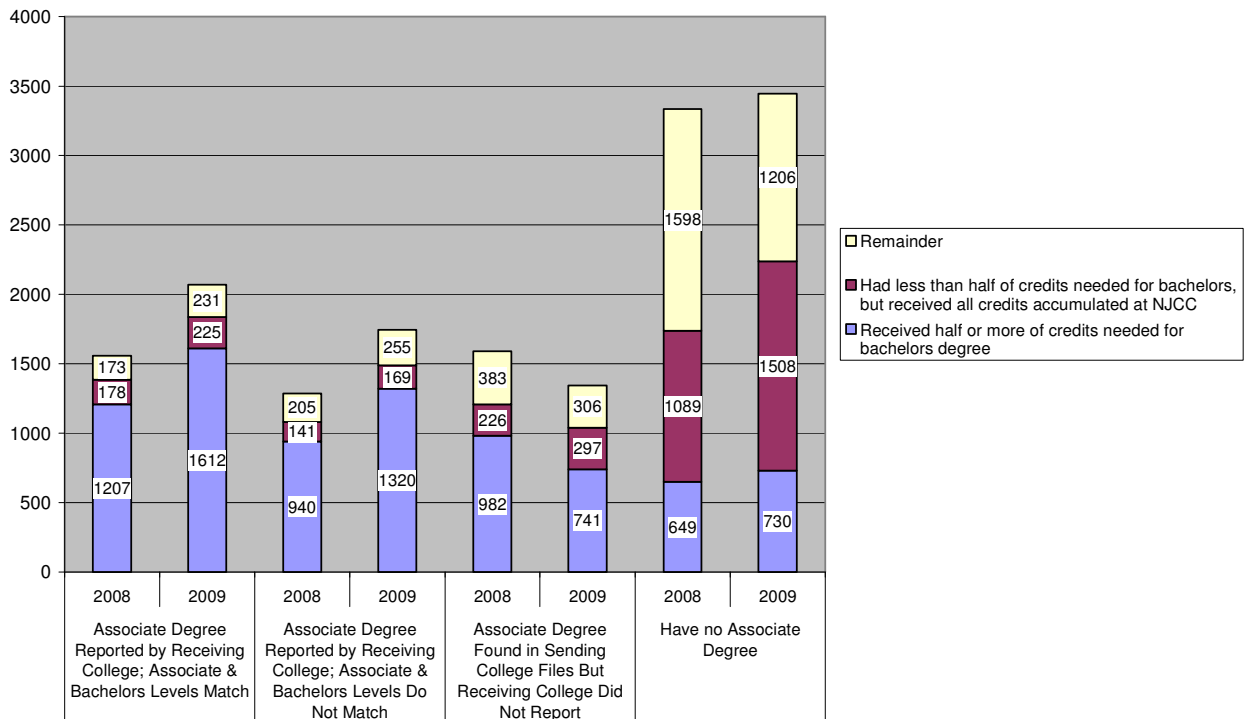
1. transfer students who received half or more of the credits needed for bachelor’s degree;
2. transfer students who had less than half of the credits needed for bachelor’s degree but received all credits accumulated at NJCC; and
3. transfer students who did not fall in either of those categories (remainder).

It is important to note that the numbers of credits needed to receive a bachelor’s degree varies among the senior public institutions. For example, Montclair requires 120 credits while William Paterson requires 128 credits.

As seen in the chart below, there are some changes from 2008 to 2009:

- more of the students who transfer without an associate degree in 2009 received all of the credits earned at the NJCC;
- fewer students are falling into the category of “students with an associate degree from NJCC and senior public institution has not reported it”; and
- more students are receiving half or more of credits needed for bachelor’s degree.

**TOTAL Transfers to Senior Public Institutions from NJ Community Colleges
(Does Not include Thomas Edison State College or UMDNJ)**



A current description of the appeals process for each institution was requested from the president of each senior public college and university. Those descriptions, received from the senior public colleges and universities, are included in the institution-specific information in the appendix.

Using the data collected, Commission staff has compiled the following information regarding the transfer process at each senior public institution:

- a brief summary of the institution's history, location, and current student body;
- one pie chart for the school displaying the information about Fall 2009 transfer students;
- one bar chart showing 2008 and 2009 information side by side; and
- a description of the appeals process for students to seek redress for disputes about the transferability of certain credits based on the accepting institution's review of the student's transcript.

These institution-specific information and charts are included as the appendix.

This report reflects final enrollment data up to 2008. The enrollment data for 2009 is still preliminary and will not be final until May 2010. The source of the information is the SURE (Student Unit Record Enrollment) files for each of the institutions, the new transfer file, degree program inventory, and IPEDS (Integrated Postsecondary Education Data System) files. Prior to the publication of this report, the Commission presented the format to the officers of the New Jersey Presidents' Council as outlined in the Comprehensive State-wide Transfer Agreement, and shared the submitted data with each of the senior public colleges and universities.

Conclusion

The development and analyses of these data are meant to expand the understanding of the implementation of the transfer statute, (N.J.S.A. 18A: 62-46), and specifically the implementation of the Comprehensive State-wide Transfer Agreement. The colleges have worked together during this year to examine policies that impact students transferring from community colleges to senior public colleges and universities.

The goal of the legislation is to ensure an efficient transfer of credits for students who begin their education at a community college and are accepted to a senior public college to continue toward their baccalaureate degree. The purpose of the Transfer of Credit Annual Report is to provide a picture of the progress in this area. The Commission anticipates that there will be suggestions on how to improve the information collected and the reporting process. We welcome suggestions on proposed changes to the annual report from all interested parties – colleges, legislators, and, most importantly, students. The Commission will continue to work with the Presidents' Council and its Transfer Committee to ensure that students experience a transfer process that facilitates rather than impedes their academic progress.

APPENDIX

Kean University

Founded in 1855, Kean University (formerly Newark State College) began as a normal school for training teachers and principals for the City of Newark. In 1957, it relocated to the Township of Union, its present site. In 1958, the institution's mission expanded from its original, single purpose to become a comprehensive undergraduate institution. Sixteen years later its name changed to Kean College of New Jersey. It was granted university status in 1997.

Kean offers 59 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 11,240 students: 8,580 full-time and 2,660 part-time.

The racial composition of the undergraduate population in fall 2008 was 46.9% White; 19.9% Black; 19.9% Hispanic; 6.1% Asian; 0.2% American Indian; 1.9% Alien; and 5.1% Unknown.

The table below shows six years of undergraduate fall enrollment.

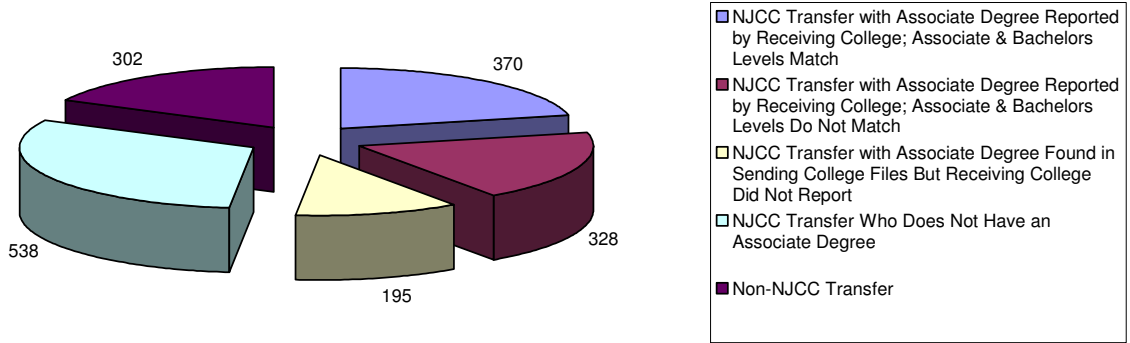
Year	2004	2005	2006	2007	2008	2009*
Undergraduate Total	9,947	10,035	9,990	10,441	11,240	12,006

* Preliminary Data

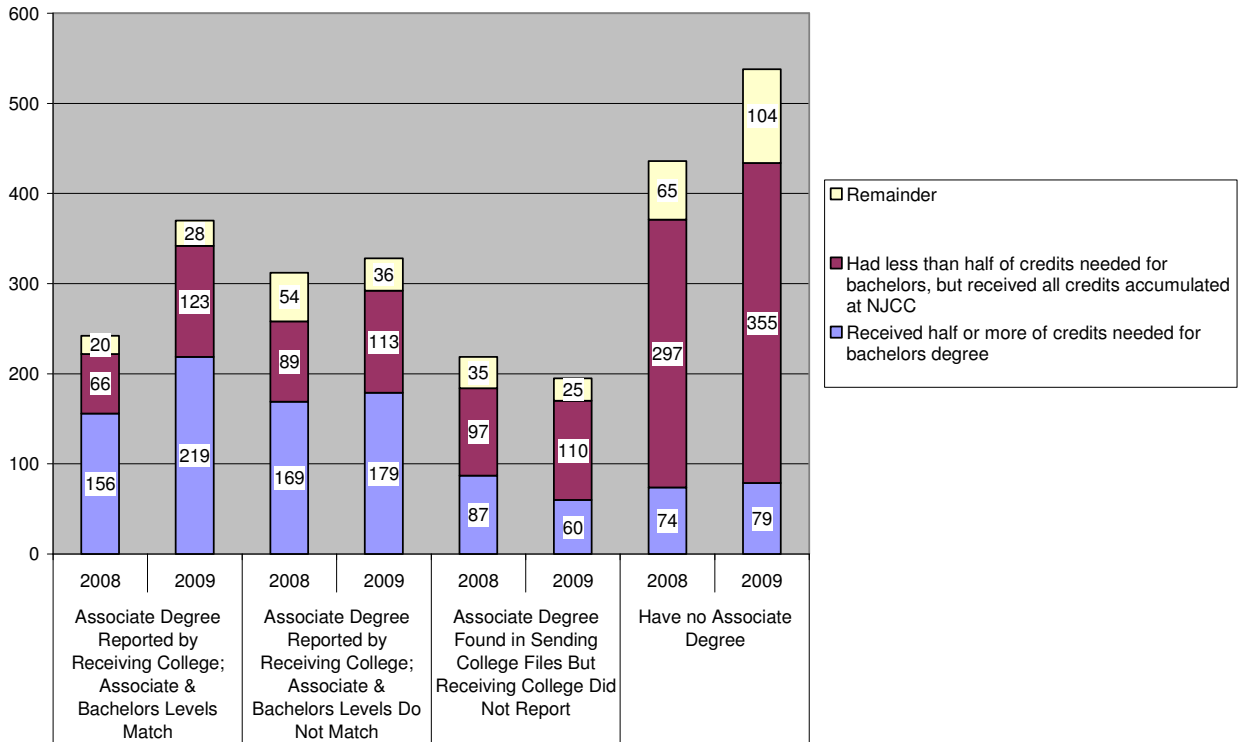
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2004	2005	2006	2007	2008	2009
Transfer Total	1,071	992	1,256	1,278	1,497	1,733

New Undergraduate Transfers Received by Kean University in Fall 2009



Kean - Comparison of Fall 2008 & 2009 Transfers Received from NJ Community Colleges



Kean University Internal Appeals Process for New Jersey Statewide Transfer Agreement

Listed below is the process of appeals to be taken to resolve issues regarding transfer of credits covered by the Statewide Transfer Agreement. This is in effect for students enter Kean for the first time beginning with the Fall 2008 semester, for students coming directly from a New Jersey County College (two-year institution). The Level 1 appeal must be made within 30 days of receiving the evaluation. The Level 2 appeal must be made within two weeks after the Level 1 decision. The Level 3 appeal must be submitted within two weeks after the Level 2 decision. The Level 4 appeal must be submitted within two weeks of the Level 3 decision. The Level 4 decision is final and will be made within three weeks after the receipt of the request. All decisions at Level 4 are final, and written notification of this outcome is sent to the student and the sending two-year institution.

Level 1 appeal: Submit an email appeal request, documenting the issue and asking to make an appointment to meet with the transfer evaluator who performed the initial evaluation. Below is a listing of the evaluators and the majors for which they perform the credit evaluations:

Kean Ocean Program (all majors and options at the undergraduate level)
Evaluator: Richard Harrell, Room 010, OCC Library building, 732-255-0400 extension 2042, harrellr@kean.edu

Students majoring in: Art History, Fine Arts (all options), Criminal Justice, Design (all options including Graphic Communication, Industrial Design, Interior Design, Visual Communication) Media and Film (all options), Music (all options), Social Work, Sociology (all options) Speech and Theatre and Theatre (all options).

Evaluator: Deborah Skibitsky, CAS 215, 908-737-0358 dskibits@kean.edu

Students majoring in: Communication Studies (all options), English (all options), History (all options) Philosophy/Religion, Political Science (all options), Psychology (all options), Psychiatric Rehabilitation, Spanish (all options).

Evaluator: Robyn Roebuck, CAS 216, 908-737-035, rroebuck@kean.edu

Students majoring in: Accounting, Economics, (all options), Finance, Management (all options), Marketing, Public Administration.

Evaluator: Andrea Rosa, CAS 217, 908-737-0357, arosa@kean.edu

Students majoring in: Athletic Training, Early Childhood Education, Elementary Education (K-5, K-5&5-8, Bilingual K-5, Bilingual K-5&5-8) Physical Education (all options) Recreation Administration (all options) Speech Language Hearing Science, Special Education (P-3, K-5, K-5&5-8).

Evaluator: Wilma Velazquez, CAS 219, 908-737-0355, velazquw@kean.edu

Students majoring in: Biology (all options), Chemistry (all options), Computer Science (all options), Earth Science (all options), Health Information Management (all options), Mathematical Sciences (all options), Medical Technology (all options), Nursing (RN-BSN), Telecommunication/Information Technology.

Evaluator: Magalie Remy, CAS 218, 908-737-0354, mremy@kean.edu

Level 2 Appeal: If satisfactory resolution is not obtained at Level 1, the next level of appeal is made to Dr. Stephen Kubow, Director of the Center for Academic Success. Level one must be completed before Level 2 is initiated. Please submit an email appeal documenting the issue and requesting an appointment to begin the process. After meeting with the student and reviewing issue, the transcripts and the evaluation, the student will be notified in writing of the outcome of the appeal. The contact information to begin the process is:

Dr. Stephen Kubow, CAS 124, 908-737-0309, skubow@kean.edu

Level 3 Appeal: If satisfactory resolution is not obtained at Level 2, the student or county college may request a Level 3 appeal in writing. The request must include a detailed explanation of the request, and why the student or institution feels satisfactory resolution was not obtained at Level 2. This should be submitted to Dr. Stephen Kubow, Director, Center for Academic Success, Kean University, 1000 Morris Avenue, Union, NJ 07083 or electronically to skubow@kean.edu. Upon receipt, the Director will contact the Transfer Coordinator or other appropriate personnel at the sending two-year institution to attempt to work out a resolution to the issue. The student and two-year institution will be notified in writing of the decision on the appeal.

Level 4 Appeal: If satisfactory resolution is not obtained at Level 3, the student or institution may request a Level 4 appeal in writing. The request should include a detailed explanation of the issue and why the resolution at Level 3 was not satisfactory. The written request must be sent to the Office of the Vice President of Academic Affairs, Kean Hall, Kean University, 1000 Morris Avenue, Union, NJ 07083. The decision at this level is final. Written notification of the decision will be sent to the student and the sending two-year institution.

Montclair State University

Founded in 1908, Montclair State University (formerly Montclair State College) was the first teachers' college accredited by the Middle States Association as a liberal arts institution. It is located in Montclair in Essex County.

Montclair offers 58 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 13,725 students: 11,604 full-time and 2,121 part-time.

The racial composition of the undergraduate population in fall 2008 was 53.4% White; 9.0% Black; 19.3% Hispanic; 6.1% Asian; 0.3% American Indian; 5.5% Alien; and 6.5% Unknown.

The table below shows six years of undergraduate fall enrollment.

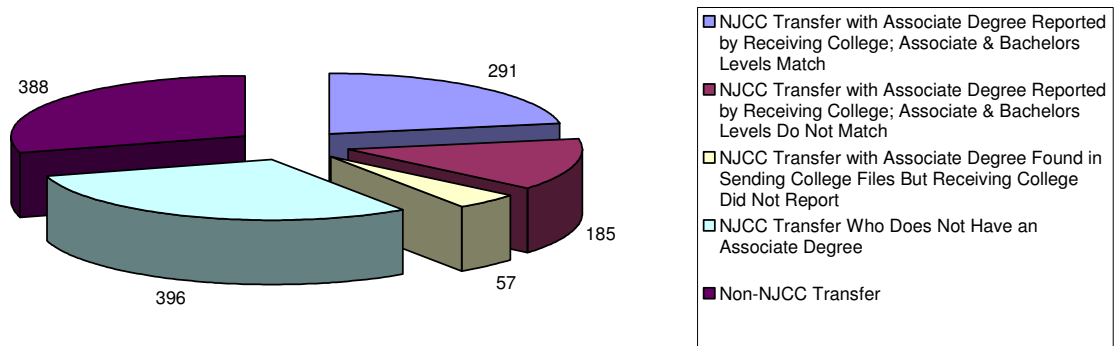
<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009*</u>
Undergraduate Total	11,819	12,174	12,365	13,017	13,725	14,139

* Preliminary Data

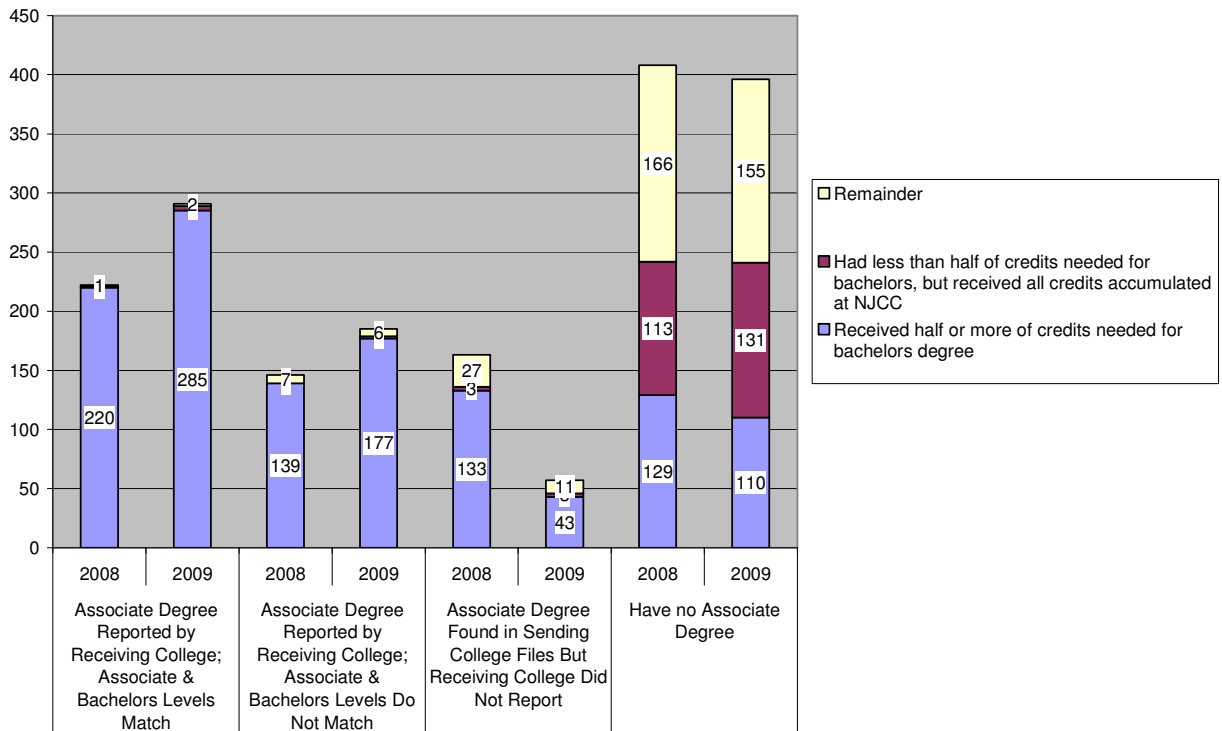
The table below shows six years of new undergraduate transfer fall enrollment.

<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Transfer Total	1,182	1,112	1,195	1,298	1,360	1,317

New Undergraduate Transfers Received by Montclair State University in Fall 2009



Montclair - Comparison of Fall 2008 & 2009 Transfers Received from NJ Community Colleges



Montclair State University

NJ State-wide Transfer Agreement Appeals Process

Students governed by the NJ State-wide Transfer Agreement have the right to appeal decisions regarding the acceptance of their transfer credits. Appeals will be considered within thirty days of completion of the student's transfer credit evaluation.

Appeals procedure:

- Appeals must include both the reason for appeal and all supporting documentation to verify course credit and placement.
- All appeals must be submitted electronically to the Director of the Center for Academic Advising and Adult Learning (CAAAL) at the following email address:
njtransferappeals@mail.montclair.edu
- Completed documents will be reviewed by Montclair State University's NJ State-wide Transfer Agreement Appeals Committee. The Appeals Committee will respond to the student's petition within fourteen business days *of receipt of the appeal letter; the appeal letter must include the actual date it is filed with the University*. All decisions will be communicated to the student via the student's Montclair State University email address; this will require the student to establish a NetID prior to submitting this form.

DATE: _____

Name: _____

MSU ID: _____

Name of community college attended _____

Statement of appeal (and accompanying documentation as required):

New Jersey City University (NJCU)

Founded in 1929 as the New Jersey Normal School in Jersey City, Jersey City State College became New Jersey City University in 1998. It is located in Jersey City in Hudson County.

New Jersey City University offers 37 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 6,104 students: 4,378 full-time and 1,726 part-time.

The racial composition of the undergraduate population in fall 2008 was 26.4% White; 19.2% Black; 35.1% Hispanic; 6.9% Asian; 0.1% American Indian; 1.1% Alien; and 11.3% Unknown.

The table below shows six years of undergraduate fall enrollment.

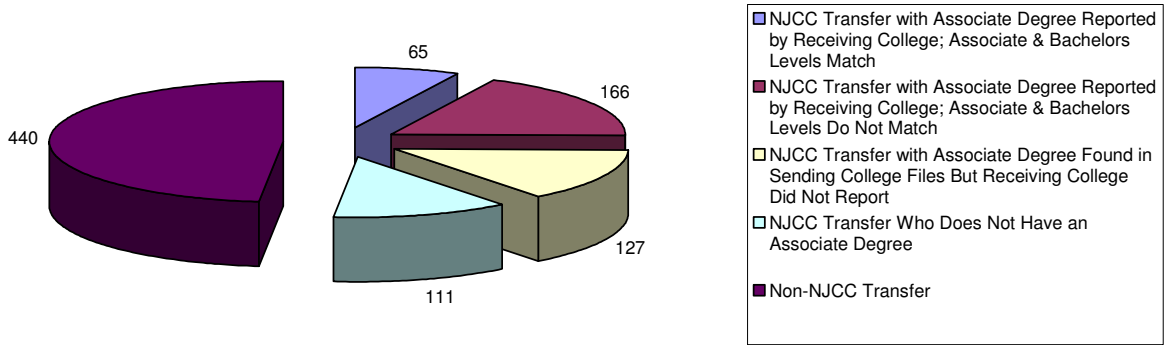
<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009*</u>
Undergraduate Total	6,018	6,004	6,158	6,285	6,104	6,522

* Preliminary Data

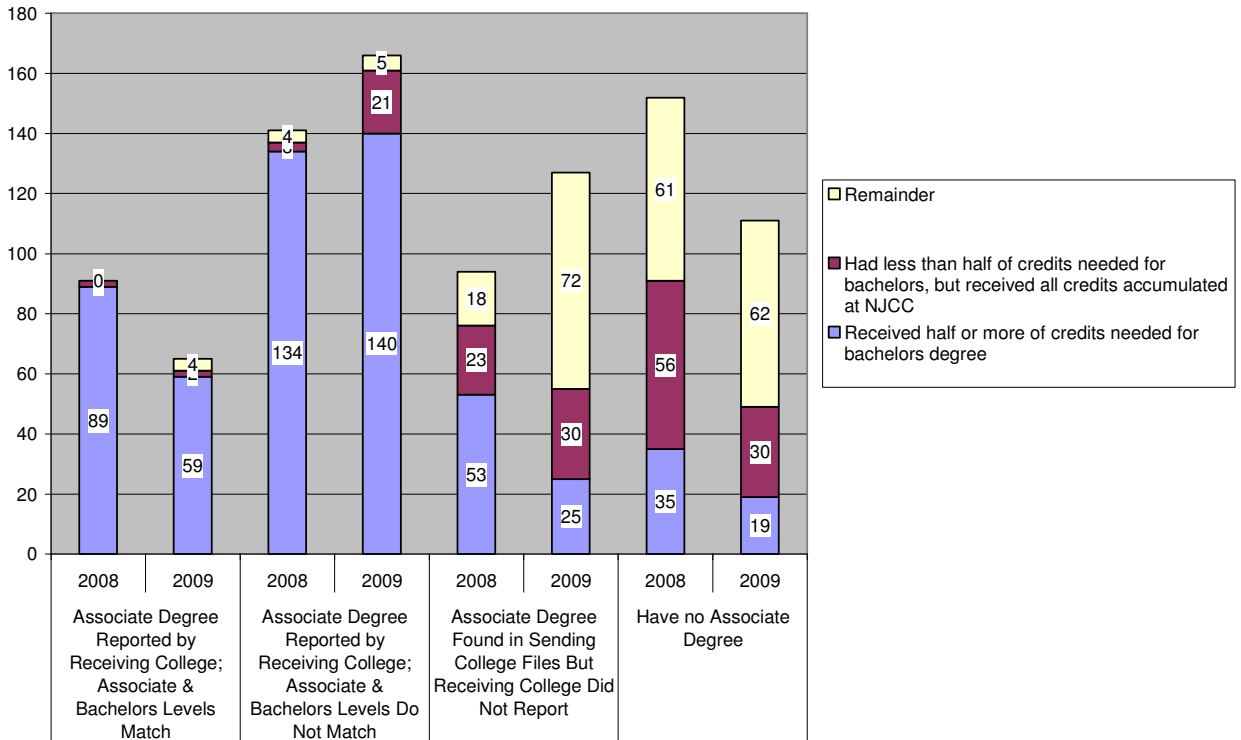
The table below shows six years of new undergraduate transfer fall enrollment.

<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Transfer Total	710	668	746	809	803	909

New Undergraduate Transfers Received by New Jersey City University in Fall 2009



NJCU - Comparison of Fall 2008 & 2009 Transfers Received from NJ Community Colleges



New Jersey City University (NJCU)

TRANSFER STUDENT GRIEVANCE/APPEALS

In accordance with the Comprehensive Statewide Transfer Agreement* (hereafter known as the “Agreement”), transfer students at New Jersey City University can appeal a decision that he/she believes is not consistent with the Agreement.

The Agreement and accompanying appeals procedure are not intended to initiate a request for course substitutions. Students wishing to make such a request should file a “Request to Substitute General Studies Area Requirements” form.

Appeals Procedure:

Appeals must include both the reason for appeal and all supporting documentation to verify course credit and placement.

The transfer student must file a written complaint with the Director of University Advisement Center within thirty days on any evaluation decision that the student is not in agreement, to the following email address: jduff@njcu.edu.

Upon receipt of the Director’s decision, which is due to the student within fifteen days of receipt, the student may appeal directly to the Vice President for Academic Affairs within ten days. The Vice President’s decision is final and is due to the student within ten days of receipt.

All decisions will be communicated to the student via the student’s NJCU email address and mailing address, which requires the student to establish a GothicNet ID and maintain a current, up-to-date mailing address prior to submitting the form.

New Jersey Institute of Technology (NJIT)

Founded in 1881 as the Newark Technical School, the New Jersey Institute of Technology has grown into a technological research university with schools of engineering, architecture, science and liberal arts, management, and computing sciences, as well as an honors college. Its campus is located in Newark in Essex County.

NJIT offers 45 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 5,576 students: 4,375 full-time and 1,201 part-time.

The racial composition of the undergraduate population in fall 2008 was 34.6% White; 10.0% Black; 18.7% Hispanic; 20.1% Asian; 0.8% American Indian; 4.7% Alien; and 11.1% Unknown.

The table below shows five years of undergraduate fall enrollment.

Year	2004	2005	2006	2007	2008	2009*
Undergraduate Total	5,366	5,263	5,380	5,428	5,576	5,924

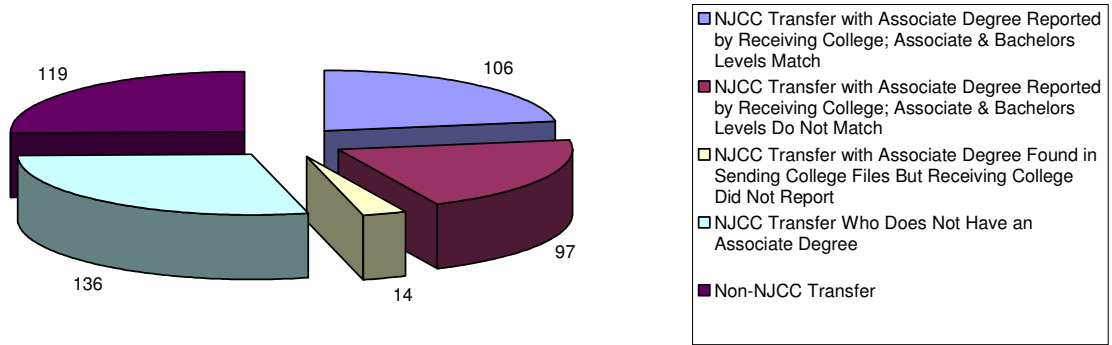
* Preliminary Data

The table below shows six years of new undergraduate transfer fall enrollment.

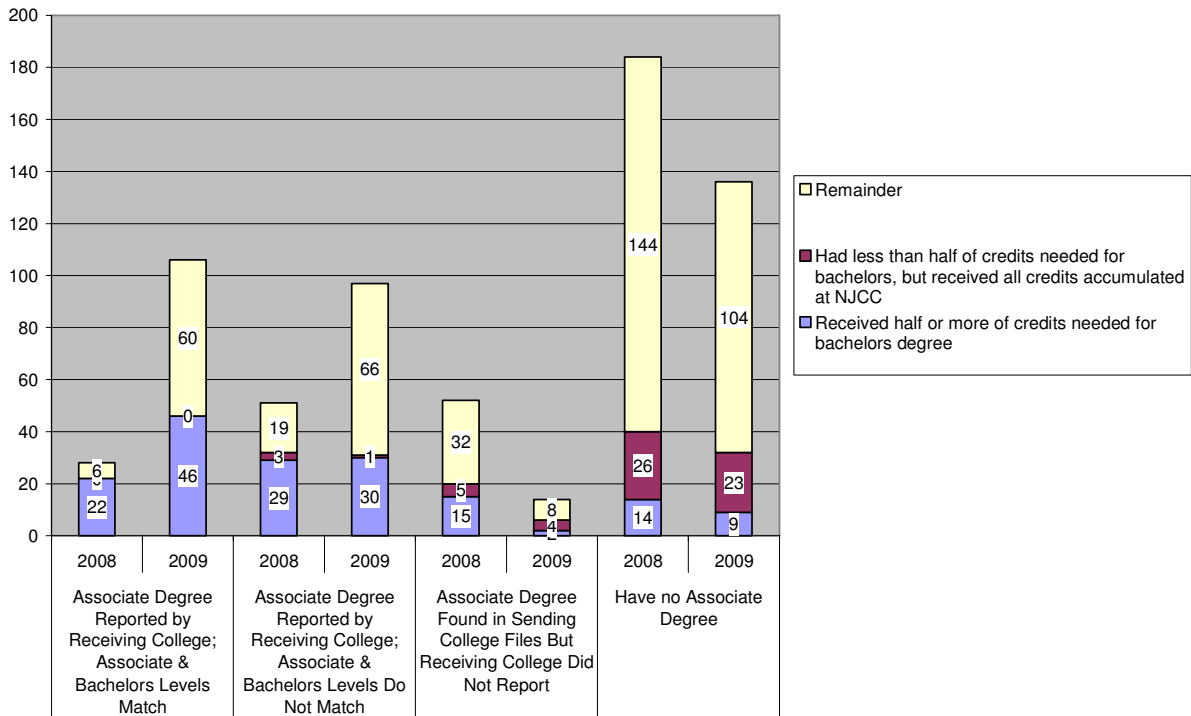
Year	2004	2005	2006	2007	2008	2009
Transfer Total	433	346	394	416	455**	472

**For this institution, the date the fall enrollment file was created differs from the date the new transfer file was created. This timing issue creates the number discrepancy between the total transfers in 2008 shown here and the total of numbers shown on the pie chart.

New Undergraduate Transfers Received by New Jersey Institute of Technology in Fall 2009



NJIT - Comparison of Fall 2008 & 2009 Transfers from NJ Community Colleges





APPEAL FORM: NJ State-Wide Transfer Agreement

If you feel you have not received credit in accordance with the NJ State-Wide Transfer Agreement, please complete this form completely, and submit to the Associate VP for Enrollment Services (currently Kathryn.kelly@njit.edu) by e-mail, hard copy or FAX (973 596-3461), within 30 days of receipt of the transfer credit evaluation. The form must be fully completed or it will be returned without review.

DATE: _____

YOUR NAME: _____

NJIT ID#: _____ NJIT E-MAIL ADDRESS: _____

COMMUNITY COLLEGE ATTENDED: _____

Statement of appeal; cite specific course(s) by number and title, and semester taken; include transcript copies or other supporting documentation.

Details of the appeal will be reviewed by the NJIT Statewide Transfer agreement Appeals Committee. You may be asked to provide additional information. A decision will be rendered within 30 days of the receipt of the appeal; NJIT reserves the right to divulge the nature of the appeal and the decision to the relevant community college. This decision will be final.

Last updated: Dec 9, 2008

Ramapo College of New Jersey

Founded in 1969, Ramapo College is a liberal arts college. It is located in Mahwah in Bergen County.

Ramapo offers 37 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 5,561 students: 4,984 full-time and 577 part-time.

The racial composition of the undergraduate population in fall 2008 was 77.3% White; 6.1% Black; 8.6% Hispanic; 4.7% Asian; 0.3% American Indian; 2.8% Alien; and 0.2% Unknown.

The table below shows six years of undergraduate fall enrollment.

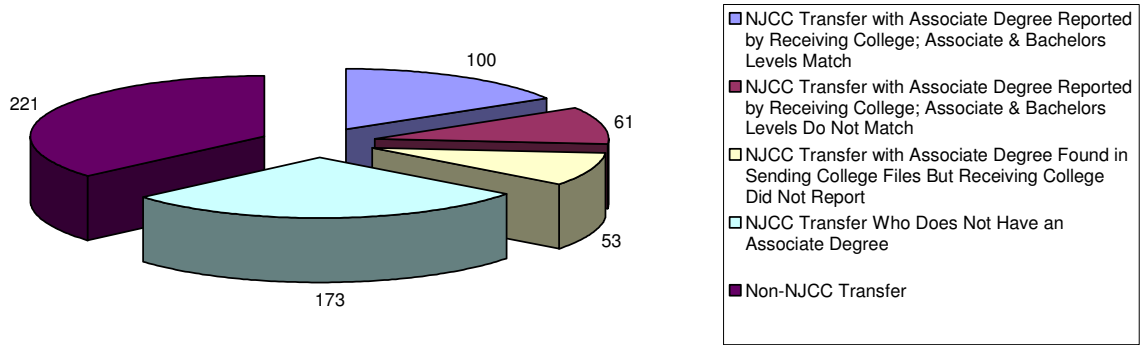
<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009*</u>
Undergraduate Total	5,278	5,233	5,188	5,393	5,561	5,776

* Preliminary Data

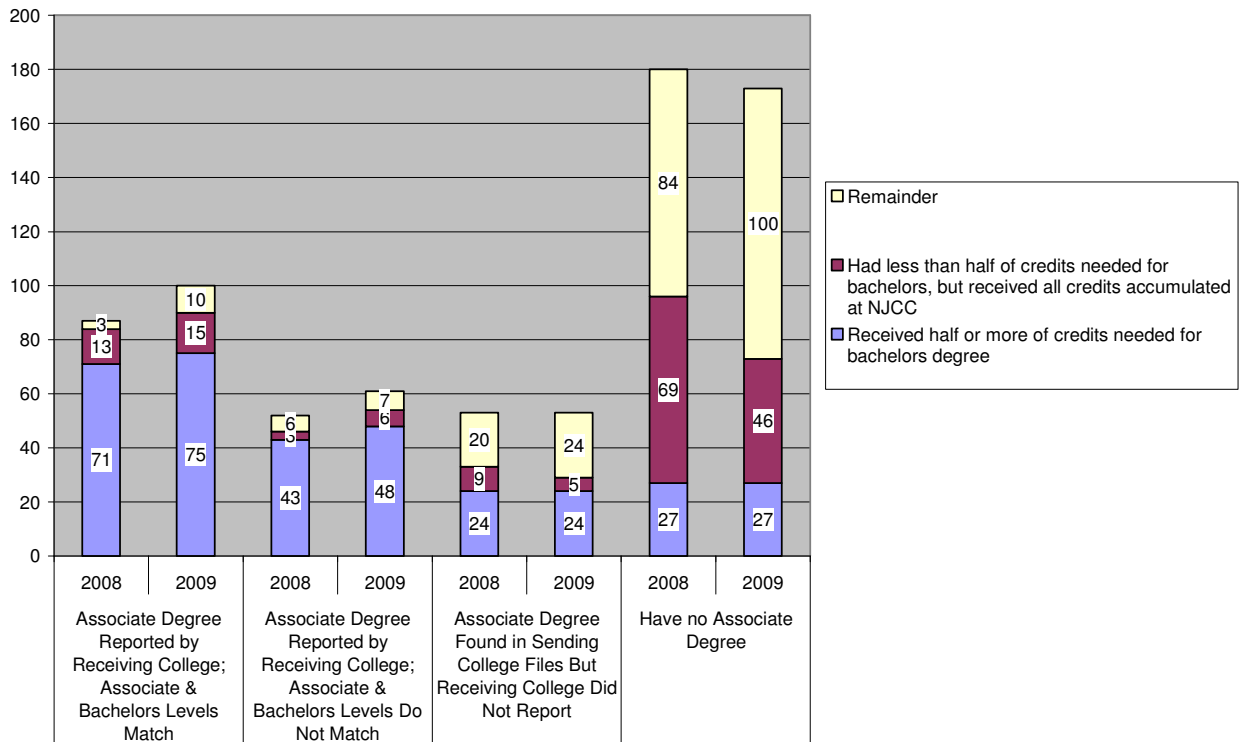
The table below shows six years of new undergraduate transfer fall enrollment.

<u>Year</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Transfer Total	491	472	584	606	621	608

New Undergraduate Transfers Received by Ramapo College in Fall 2009



Ramapo - Comparison of Fall 2008 & 2009 Transfers Received from NJ Community Colleges



Ramapo College's New Jersey Statewide Transfer Agreement Appeals Process

Students who wish to appeal a perceived misinterpretation of the policies agreed upon in the NJ Statewide Transfer Agreement must submit a written appeal to the Director of the Center for Academic Advising/First Year Experience (CAAFYE) within 30 days of receiving his/her credit evaluation.

The appeal will be reviewed by the College's NJSTA appeals committee. The CAAFYE director will then provide a decision to the student within 14 days of receipt of the appeal. Appeals should be submitted electronically to caafye@ramapo.edu. They must include the reason for the appeal and any needed documentation supporting the request.

All decisions will be communicated to the student via the student's Ramapo College email account, which requires the student to establish and regularly maintain a Ramapo e-mail account prior to submitting the appeal.

The Richard Stockton College of New Jersey (Stockton)

Stockton was founded in 1971. It is located in Pomona in Atlantic County.

Stockton offers 41 bachelor's degree programs.

Undergraduate enrollment in fall 2008 was 6,671 students: 5,902 full-time and 769 part-time.

The racial composition of the undergraduate population in fall 2008 was 77.7% White; 8.0% Black; 6.2% Hispanic; 5.3% Asian; 0.5% American Indian; 0.4% Alien; and 2.0% Unknown.

The table below shows six years of undergraduate fall enrollment.

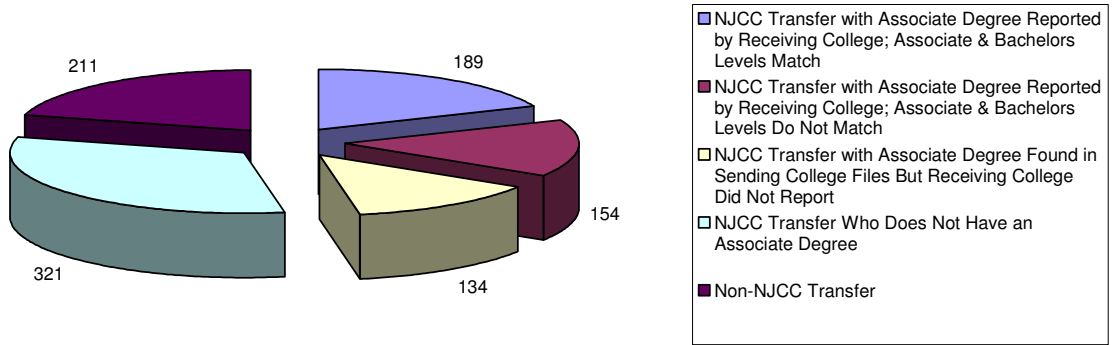
Year	2004	2005	2006	2007	2008	2009*
Undergraduate Total	6,578	6,571	6,726	6,767	6,671	6,813

* Preliminary Data

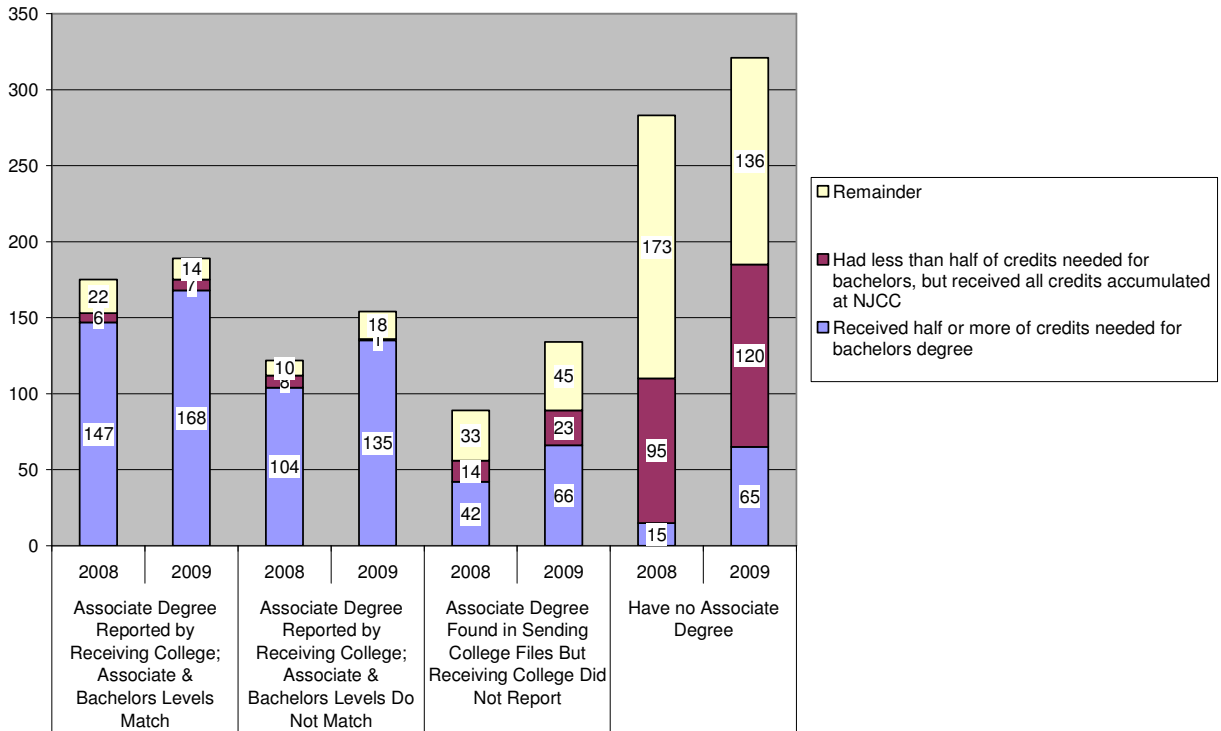
The table below shows six years of new undergraduate transfer fall enrollment.

Year	2004	2005	2006	2007	2008	2009
Transfer Total	865	868	1,019	987	846	1,009

New Undergraduate Transfers Received by Richard Stockton College in Fall 2009



Stockton - Comparison of Fall 2008 & 2009 Transfers Received from NJ Community Colleges



The Richard Stockton College of New Jersey (Stockton)

Appeal Process A student who wishes to appeal a decision regarding the acceptance of transfer credits must file a written appeal with the Office of the Provost. Such an appeal must be submitted by the student within 30 days of receiving the decision in question. The Provost or his/her designee will provide a decision to the student within 60 days of receipt of the appeal, and this decision is final. For students who appeal under the conditions of the State-Wide Agreement, the relevant community college will be informed of the nature of the appeal and the decision.

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609-652-1776

