

**COTA Monthly Meeting**  
**Thursday, July 16**  
**Conference Call 10:30 am**

**Welcome**

**Present:** Cheryl Dobson, Alicia Erickson, Helen Hale, Ross Hawkins, Roberto Koch, Brooke Lockhart, Kevin Manley, Gavin O'Connor, Sarah Salmons, Mel Stegeman, Katlyn Wilson

**Absent:** Sue Bateman, David Jones

**Dual Credit Conversation with Erik Anderson and Sam Bezjak from MDHEWD**

Sam Bezjak and Erik Anderson, attended the meeting as a guest for dual credit questions. Dual Credit issues were discussed with the COTA committee.

DC courses do not always fit into the degree plan, but may fit into the 120-credit hour requirement.

Concern about core 42 not looking as earned or met. Data numbers may appear low depending on what stamp you are looking at: MO CORE 42 met versus Gen Ed met stamp.

Math has sometimes been problematic when out of state courses do not align in all course objectives.

Some random DC classes are offered that fall outside the gen ed core. These may not transfer into certain majors.

Do colleges place limits on the number of Dual Credits taken as high school student? Some schools do and some do not. Some colleges offer an AA or Early College Academy program. Not all DC classes fit into the AA (no MOTR assigned). Examples: Personal Finance. Agriculture, allied health type courses, automotive, etc. Some DC courses are offered as "topics type credit" and do not provide unique identifiers. These may be treated as repeated courses.

Course delivery (not objectives or rigor) can be different between DC high school and college courses for the exact same course. Classes may be taught yearlong.

Conversations with high school counselors regarding DC and DESE. MDHEWD might be able to improve communications and outreach in the area or high school counselors regarding DC courses, transferability (example of History of Music versus American History), resources such as the course transfer tool/CORE 42/MOTR/MRT.

**Approval of Minutes:** Approved with changes noted in name spelling and attendance. Changes have been updated to June minutes. O'Connor moved to approve. Stegeman gave the second. All approved.

**Announcements/Updates**

Erickson referenced the new changes in her position. She stated the final CORE 42 for 2020-21 is now available. There is an ongoing problem with Math which is reviewed by a special committee and is still missing some reviews.

SB 997 included Dual Credit to monetize and incentivize. That is on hold for now.

## **Subcommittee Updates**

### **Conference (Bateman, Dobson, Lockhart, Jones)**

Lockhart – Setting a conference drop date to decide if the conference will be held virtual versus face-to-face.

The Truman building has been reserved. Food will be catered and looking for a vendor who is open to a later notification deadline.

May offer both face-to-face but also stream by Zoom for those with travel restrictions. Budgets may be an issue this year with travel.

The state has a current moratorium on travel and gathering which does not have a current “end” date. They are not allowed to host in-person meetings currently. We may have to check on local health and travel restrictions.

Lockhart asked if others had knowledge about other conferences.

Stegeman stated both Ellucian and TES held theirs free of charge.

Possible “lunch on your own” if we do not charge.

With numbers down last year, a free conference might be attractive.

### **Policy: (Koch, Lockhart, Stegeman, Wilson)**

Salmons will schedule a virtual meeting with the policy committee. COTA members will need to review the final documents, Transfer Guidelines, for approval.

### **CORE 42: (Hale, Koch, O’Connor, Manley, Hawkins)**

Erickson would like to have COTA representation on the state committee to help improve communication. Hale suggested perhaps representatives from both 2- and 4-year schools.

## **Board and Administration**

### **New Officers:**

Chair: Brooke Lockhart

Secretary: Katlyn Manley

Chair Elect: Ross Hawkins

### **Subcommittee Participation**

Due to rotate off COTA are Dobson, O’Connor, and Stegeman. All have agreed to continue serving their term. Lockhart asked if they needed to submit letters to COTA to continue their service. COTA decided to have service on the committee continue, to send a letter of endorsement from your school to Salmons (addressed to the commissioner) by the next meeting.

### **Meeting Dates for 2020-2021**

Both in-person and phone meetings will continue by Zoom until further notice through 20-21. Dobson and Stegeman support staying with the current schedule which is the third Monday of the month at 2:00 PM. The quarterly meetings will be from 2-4:00PM.

August 31 (due to start of the fall term).

Sept 21

October 19 (2-4)

Nov 16

Dec 14\*

Jan 25

Feb 15 (conference)

March 15

April 19 \*(2-4)

May 17

June 21\*

July 22 in person Jefferson City 10:00AM

\*birthdays

**Goals/Objectives for 2020-2021**

1. COTA representation on the CAO group. Perhaps both a 2- and 4-year representative.
2. Increase awareness of COTA: What it is and how it can be a resource for members.
3. Transfer branding to make COTA unique.
4. Awards/recognition; Best innovation during Covid.
5. COTA list serve or a discussion board forum.
6. High school outreach; CORE, MOTR, MRT, Transfer Tracker.
7. Partner with other organizations

**Adjournment 12:10 PM**

Respectfully submitted,

Cheryl Dobson  
Recording Secretary

***\*The Conference Subcommittee will meet immediately following adjournment of the regular meeting: (Dobson, Erickson, Salmons, Hawkins, Hale)***

**Discussion of month and day to hold conference.**

- Sarah will check to see which days Truman is available the third week in February. We may go back to Friday with the COTA meeting the Thursday before.
- Discuss possible hotel arrangements later in the fall.
- Call for proposals will go out in November.
- Professional presenter.
- Place ads in the other state conference programs.
- Partner with other organizations.

**Transfer and Articulation Conference Planning Timeline**

August	Save the Date Announcement #2
Early October	Call for Proposals (Deadline November 3)
Mid October	Proposal Reminder #1
Mid October	Conference registration website ready
Late October	Proposal Reminder #2
<b>Early November</b>	<b>Proposal Deadline</b>
Early November	Proposals distributed to the selection committee
<b>Mid November</b>	<b>COTA Conference Subcommittee meeting: Proposal Selection</b>
Mid November	Proposals submitted to COTA committee for approval
Mid November	Registration site opens (deadline of early February) Email announcement about site open
Late November	Confirmations to/from presenters
Late November	Registration Reminder #1
Mid December	Registration Reminder #2
Early January	Registration Reminder #3
<b>Early January</b>	<b>COTA Conference Subcommittee Meeting</b> , Finalize Program, Reconfirm with Presenters, send "to do" list to Session Moderators
<b>Early February</b>	<b>Final Registration Deadline Reminder</b>
Early February	Registration Deadline
February	Last reminder to registrants
<b>February</b>	<b>COTA Meeting and conference prep</b>
February	Conference