MACRAO

Michigan Transfer Network

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The Michigan Transfer Network
2008 Ockerman Award Winner

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What is the MTN?

**Michigan Transfer Network**

An automated transfer equivalency information system for Michigan students
Where did the idea originate?

The **MTN** idea grew out of a number of separate initiatives.
• MACRAO Transfer Agreement (1970-1972)
• MACRAO ESCALATE Project (late 1980’s)
• Cherry Commission Report
  (…must create by 2006 a statewide “transfer wizard” website….)
• Meeting with Michigan Senators
  (Senators Michael Switalski and Deborah Cherry)
• MACRAO’s desire to continue to be at the forefront of transfer articulation in the state of Michigan
Strategic Planning

Creating the MTN

- MACRAO Executive Committee creates Ad-hoc Committee.

- Ad-hoc Committee creates draft of charge, objective, definition, specifications for phases, and time line.
The Big Three

(We’re from Michigan after all!)

• Ad-hoc Committee Wisdom & Work Ethic.

• Transparency.

• Buy-in.
Ad-hoc Committee
Wisdom & Work Ethic

• Careful selection of members required:
  – A history of dedication to transfer issues and MACRAO.
  – Finishers.
  – Balance for credibility.
    (Type & size of institution. Admissions & Registration.)
Transparency
(Code for Strategic Planning.)

• Taking the MTN to the streets.  
  (Communication)

• Feedback loop.  (The heart of strategic planning.)

• Web site with background info, meeting minutes, and specs.

• Anyone who didn’t know about the MTN, had to try not to know about the MTN.
Buy-in

• Transparency with a twist. (Continuous improvement, but sign-up now!)

• Ease of use. (For students and administration.)

• Why should my college sign-up? (What if you don’t?)

• Cost. (Free!)

• Creditability. (Foundation is a partnership.)
Partnership

The MTN is a joint project between

[Logos of MACRAO and Michigan State University]
What does it do?

A Very Basic Definition

The goal of the MTN project is to provide a centralized web based system that would allow any student who has taken a course at any Michigan College or University to see how that course would transfer to any other Michigan College or University.
Who can participate?

Any college or university in Michigan that has institutional MACRAO membership
TimeLine

- February 2007:
  Signed contract with Michigan State University

- Feb to March 31:
  Alpha Schools recruited for testing

- April 1 to Nov 7:
  Beta schools uploading and testing

- November 8, 2007:
  The Michigan Transfer Network goes live!
Who is participating?

As of March 1st:

55 Participating Schools
47 Have uploaded equivalencies
  22 Community Colleges
  13 Public 4 year or Graduate
  12 Private Colleges and Universities

Total Equivalencies Uploaded: 691,920
Growth of the Michigan Transfer Network

600,000+ Equivalencies!
Implementation Plans

Phase I  Live!
- Basic lookup ability for students
- Encourage college and university participation
- Provide help and consultation for loading equivalencies

Phase II  Planned
- Students able to create a file and “save” their courses for future use
- Add CLEP and AP, out of state schools

Phase III
- Compare courses taken to academic program requirements, transfer guides or a very basic degree audit system
How does it work?

- We have created a centralized database of transfer equivalencies to which we all contribute.

- The viewing and updating of the database is all done in a web application, accessible via a link from the MACRAO Michigan College Mall or direct via:
  www.MichiganTransferNetwork.org
Guiding Principles

• Upload/Update of information should be easy – may not have technical staff supplying/updating the data.
• Schools should be able to update any/all of their data, including school colors, logos, etc. in web application – no maintenance on the back end.
• The database needed to be flexible enough to hold transfer equivalencies on a many-to-many basis – meaning one or more courses can transfer as a “group” to the “home” institution as one or more courses.
• While common subject/course numbering wasn’t necessary, common institution codes were – didn’t want multiple listings for schools (MSU, Michigan State, Michigan State University, etc.). Used IPEDS Institution Code.
• Student interface should be as clean and uncluttered as possible - Keep it simple!
Behind the Scenes

- 2 Web Servers, 1 SQL server
- 5 data tables:
  - Institution Information: Institution Name, Web site, colors, image, etc.
  - User Information: User Name, User ID, Email, password, etc.
  - Equivalency Map: Key, Home Institution Code, Transfer Institution Code, Equivalency Comments, Last Update
  - Home Institution Courses: Key, Subject, Course, Title, Credits, General Credits, Waive Credits
  - Transfer Institution Courses: Key, Subject, Course, Credits
- Various logs and other miscellaneous tables used during upload
Data Input/Upload

• Authorized users can manually add/update equivalencies in a web form or upload a text file.

• File Upload:
  – Basic text formats: CSV (comma-separated values, comma delimited) or Vertical Bar (|) delimited text files accepted
  – Three formats:
    • Simple: used by schools with simple, one-to-one equivalencies only and can easily be created in a spreadsheet.
    • Simple Expanded: used by schools with more complex equivalencies and can be created in a spreadsheet.
    • Multiple: used by most schools, can accept one-to-one, as well as many-to-many (no limit) equivalencies.
  – Safety measures:
    • If upload of new data fails, prior data not deleted.
    • User can upload all data in one file (all prior equivalency data is deleted) or one or more transfer institutions at a time (prior equivalency data for the uploaded transfer institutions is deleted).

• Data Deletion can occur through the manual interface after input/upload or by uploading a new file.
Uploading Tips

• Build a “crosswalk” from school’s institution codes to the IPEDS codes.
• Decide whether to load only current equivalencies – no history in the system (no term parameters).
• Ask technical staff for help writing the program to create the text file – once written, you can just run as needed to pull fresh data.
• Due to comma and quote “issues”, vertical bar delimited file is highly recommended.
• If upload errors, view file in simple text viewer like Notepad. Programs like MS Excel don’t actually let you view the file as it is and may be hiding “issues”.
• Ask other similar SIS schools for help!

Majority of schools loading via upload.
40,000+ records can be loaded in less than 1 minute.
Institution Information

Participating Institutions can update their own information, set their school colors, and upload a logo for display on the site.

Institution Name: Michigan State University
Institution Code: 3171130
Active: True

Current Institution Background Color: #FFFFFF
Current Institution Border Color: #006633
Current Institution Font Color: #006633

Institution Comments:

Credit Unit: Semester
Location: East Lansing, MI
Institution Home Page: http://msu.edu/
Admissions Web Site: http://admissions.msu.edu/
Transfer Web Site: http://transfer.msu.edu/

A minimum of 2.0 must be earned in each course in order for the credit to be transferred to Michigan State University.

Visit the Transfer Student Admission section of Academic Programs for additional information regarding the eligibility and applicability of transfer credits.

Additionally, the Office of Admission Transfer Guides are often helpful in determining how transfer courses apply to the University's General Education requirements.

The Michigan Transfer Network is sponsored by MACRAO and is hosted by Michigan State University.
Public Interface

• Simple and Smart Drop-Down Lists: Loaded only from good, existing data. For example, when searching by Receiving Institution:
  – Receiving Institution List consists only of participating institutions with data loaded to system.
  – After Receiving Institution selected, Subject, Course, and Transfer Institution choices loaded “on the fly” with only valid data.

Search by Receiving Institution

To find equivalencies by the institution to which you wish to transfer credit, select the institution, subject area, and course below.

Receiving Institution

<table>
<thead>
<tr>
<th>Receiving Institution</th>
<th>Subject</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michigan State University</td>
<td>ADV</td>
<td>205</td>
</tr>
</tbody>
</table>

Transferring Institution

- All Institutions
- Aquinas College
- Delta College
- Ferris State University
- Jackson Community College
- Lansing Community College
- Lawrence Technological University
- Macomb Community College
- Northwestern Michigan College
-Northwood University
"How does it work?" Let's see a demo ....
Note to Presenter:

• This is where you “Go Live” if you want to.
• You will click on the URL in the previous slide and do a demo of the live system.
• Use the accompanying script so that all presentations are similar.
• If you have no internet connection, the following slides can be used.
Student Access

• Students access the MTN through the Michigan College Mall, MACRAO web site or:
  www.MichiganTransferNetwork.org

• Students select the institution where they have taken courses

• Students select course from a drop-down

• Students select the institution (or “all”) for which they desire equivalency information
Example Search

Student wants to know what course to take to fulfill a MSU Accounting 201 requirement:
Output for Students

The output is information from the “receiving” institution - the equivalency for the course (or courses) that they have selected and any comments or notes pertaining to the equivalencies.

<table>
<thead>
<tr>
<th>Credit accepted by...</th>
<th>Michigan State University</th>
<th>from...</th>
<th>Mid Michigan Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject</td>
<td>Course</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>ACC</td>
<td>201</td>
<td>Principles of Financial Acct</td>
<td>3.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit accepted by...</th>
<th>Michigan State University</th>
<th>from...</th>
<th>Monroe County Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject</td>
<td>Course</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>ACC</td>
<td>201</td>
<td>Principles of Financial Acct</td>
<td>3.00</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td>SAME AS ACCT 151</td>
<td></td>
</tr>
<tr>
<td>ACC</td>
<td>201</td>
<td>Principles of Financial Acct</td>
<td>3.00</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td>SAME AS ACCT 101 &amp; 102</td>
<td></td>
</tr>
</tbody>
</table>
Student wants to know how a course they have taken at Monroe CCC will transfer to MSU:
Even though searching by Monroe CCC, all data is information from the “receiving” institution(s).

<table>
<thead>
<tr>
<th>Credit from...</th>
<th>Monroe County Community College</th>
<th>that will transfer to...</th>
<th>Michigan State University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject</td>
<td>Course</td>
<td>Credits</td>
<td>Subject</td>
</tr>
<tr>
<td>BIOL</td>
<td>157</td>
<td>4.00</td>
<td>PSL</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL</td>
<td>157</td>
<td>4.00</td>
<td>PSL</td>
</tr>
<tr>
<td>Comments:</td>
<td>BIOL</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>WAIVE</td>
<td>ANT 316</td>
<td>3</td>
</tr>
</tbody>
</table>


Participating Schools List

<table>
<thead>
<tr>
<th>25 Community Colleges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adrian College</td>
</tr>
<tr>
<td>Alma College</td>
</tr>
<tr>
<td>Alpena Community College</td>
</tr>
<tr>
<td>Andrews University</td>
</tr>
<tr>
<td>Bay de Noc Community College</td>
</tr>
<tr>
<td>Calvin College</td>
</tr>
<tr>
<td>Central Michigan University</td>
</tr>
<tr>
<td>Cleary University</td>
</tr>
<tr>
<td>College for Creative Studies</td>
</tr>
<tr>
<td>Concordia University-Ann Arbor</td>
</tr>
<tr>
<td>Cornerstone University</td>
</tr>
<tr>
<td>Davenport University</td>
</tr>
<tr>
<td>Delta College</td>
</tr>
<tr>
<td>Eastern Michigan University</td>
</tr>
<tr>
<td>Ferris State University</td>
</tr>
<tr>
<td>Grand Rapids Community College</td>
</tr>
<tr>
<td>Grand Valley State University</td>
</tr>
<tr>
<td>Henry Ford Community College</td>
</tr>
<tr>
<td>Jackson Community College</td>
</tr>
<tr>
<td>Kalamazoo Valley Community College</td>
</tr>
<tr>
<td>Kellogg Community College</td>
</tr>
<tr>
<td>Kettering University</td>
</tr>
<tr>
<td>Kirtland Community College</td>
</tr>
<tr>
<td>Lake Michigan College</td>
</tr>
<tr>
<td>Lake Superior State University</td>
</tr>
<tr>
<td>Lansing Community College</td>
</tr>
<tr>
<td>Lawrence Technological University</td>
</tr>
<tr>
<td>Macomb Community College</td>
</tr>
<tr>
<td>Michigan State University</td>
</tr>
<tr>
<td>Michigan Technological University</td>
</tr>
<tr>
<td>Mid Michigan Community College</td>
</tr>
<tr>
<td>Monroe County Community College</td>
</tr>
<tr>
<td>Montcalm Community College</td>
</tr>
<tr>
<td>Mott Community College</td>
</tr>
<tr>
<td>North Central Michigan College</td>
</tr>
<tr>
<td>Northern Michigan University</td>
</tr>
<tr>
<td>Northwestern Michigan College</td>
</tr>
<tr>
<td>Northwood University</td>
</tr>
<tr>
<td>Oakland Community College</td>
</tr>
<tr>
<td>Oakland University</td>
</tr>
<tr>
<td>Rochester College</td>
</tr>
<tr>
<td>Saginaw Valley State University</td>
</tr>
<tr>
<td>Schoolcraft College</td>
</tr>
<tr>
<td>Siena Heights University</td>
</tr>
<tr>
<td>Southwestern Michigan College</td>
</tr>
<tr>
<td>Spring Arbor University</td>
</tr>
<tr>
<td>St Clair County Community College</td>
</tr>
<tr>
<td>University of Detroit Mercy</td>
</tr>
<tr>
<td>University of Michigan-Dearborn</td>
</tr>
<tr>
<td>University of Michigan-Flint</td>
</tr>
<tr>
<td>Washtenaw Community College</td>
</tr>
<tr>
<td>Wayne County Community College District</td>
</tr>
<tr>
<td>Wayne State University</td>
</tr>
<tr>
<td>West Shore Community College</td>
</tr>
<tr>
<td>Western Michigan University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14 Public Four-Year Colleges</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>16 Private Four-Year Colleges</th>
</tr>
</thead>
</table>
Participating School Information
(an example)

Monroe County Community College Accepts credits in transfer that are earned with a grade of C- or better and which are applicable toward a degree or certificate at MCCC.

Credit Unit: Semester Hour

Location: 1555 South Raisinville Road, Monroe, MI 48161-9746

Institution Home Page: http://www.monroeccc.edu

Admissions Web Site: http://www.monroeccc.edu/studentservices/futurestudents.aspx

Transfer Web Site: http://www.monroeccc.edu/academicadv-transfer/transindex.htm
Administrators menu

Once an administrative user is set up, they can sign in as an “administrator” where these functions will be available:

- Add/Update/Delete Equivalencies (manual data entry)
- Upload a file of equivalencies
- Update your institution’s information (logo, banner, colors)
- Look at counts of equivalencies (your institution and total)
- The “Help” area includes:
  - Participating Institution FAQ’s
  - Detailed Upload Instructions and Information
Thank You!