

**HIGHER EDUCATION
TRANSFER OF CREDIT MATRIX COMMITTEE
MEETING HIGHLIGHTS**

FOR

JANUARY 18, 2011

Library Conference Rm.
Townsend Bldg., Dover

Attendees: Judi Coffield, SBE; Maureen Laffey, DHEO; David Stanley and Karen Todd, AcademyOne via phone; Loretta Cooper, DTCC; Jim Wilson, Wilmington University; Jessica Fehnel, Goldey Beacom; Genevieve Tighe, Delaware State University.

Dr. Judi Coffield, chair of the committee, welcomed all members. Introductions were made and Dr. Coffield introduced Maureen Laffey, Director of the Delaware Higher Education Office. She explained that the Delaware Higher Education Commission was sun set and the office was officially incorporated into the Department of Education. They are now called the Delaware Higher Education Office (DHEO). In addition, Alan Phillips is no longer with the office. His role in this project will be taken over by Maureen Laffey.

Dr. Coffield then shared two recent press releases regarding the Matrix project. One was a press release put out by AcademyOne and another was an article by Campus Technology. This recent press has generated public interest in the Matrix. It is important that we go live with the site as soon as possible.

AcademyOne representatives provided an update on the status of the project. All institutions have submitted course equivalency data. The data has been uploaded by AcademyOne. DTCC has verified their data. All other institutions have not completed this step. It is critical that the spot check verification take place as soon as possible so that the site can go live. In addition, Ms. Todd emphasized the importance of each institute of higher education creating school profiles on AcademyOne.

There was discussion around how the site would be accessed from the higher education websites. A graphic with a link to AcademyOne is available. Laurretta Cooper suggested that a future meeting be scheduled that would include higher education marketing staff so that a plan for how the matrix would appear to the public could be addressed. We discussed the possibilities of using frames to view the matrix so that the look and feel of the IHEs websites could be preserved.

Dr. Coffield also solicited information from committee members regarding and obstacles or barriers encountered during the project, either resolved or unresolved. There were no barriers identified at this time. Both DSU and Wilmington University representatives will check on the status of the verification in their respective institutions and follow up with Dr. Coffield if any issues need to be brought to the P-20 Council for their assistance in seeking resolutions.