

# DEGREE AUDIT & TRANSFER NEWS

Minnesota State Transfer and Degree Audit Support Newsletter



February 2017

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## *Need Help?*

Just let us know! If you need to know a little more about something in DARS, don't hesitate to ask. We're happy to meet with you in-person, or via WebEx. Let us know what dates work for you, and we'll be happy to help.

## *Changes at the System Office*

Changes in the system office....

We are pleased to inform everyone that due to a reorganization in the system office, the Transfer and DARS units have been joined. Our new unit name is "Transfer and Degree Audit Support."

The Transfer and DARS teams have always worked closely together and this change will make it easier (and more fun!) to maintain our collaboration and mutual assistance so we can continue to provide you with support and assistance.

In the coming months this newsletter will reflect this change to include transfer news.

If you have any questions, please contact us.

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# DARS Q & A: Is There a DARS Manual?

Yes, there is! The manual is through CollegeSource and you can download it through their website. If you don't have an account through CollegeSource, you will want to create one first and all Minnesota State employees qualify for a free account. (Go [here](#) to create an account) Once you have your account created, you can click on the link below to get right to the Best Practice User Guides.

<https://clients.collegesource.com/home/pages/viewpage.action?pageId=85331232>

**Best Practice Guides**

We are now offering some of our training workshop materials separate for your institution's encoders to use as a reference/refreshers as well as to keep up on new and improved functionality. Now available are abridged PDF versions of the materials you would receive if you attended one of our workshops. Content includes:

- Written objectives, concepts, and processes
- Commonly used field settings
- Best practice recommendations

Everyone at your campus with a support center account now has unlimited access to these materials at no cost. You may view them as needed or download them to your own computer. (If you choose to download option, remember to check back from time to time to see if content has been updated.) Updates will be made roughly every two years. If you run into trouble with document access or download, please contact [ChrisS@CollegeSource.com](mailto:ChrisS@CollegeSource.com).

**Please NOTE:** These materials do not replace workshop training, and we encourage you to join us for such training as

**Guide Access**

The following are abridged PDF versions of the learner or user guides you receive if you attend our [u.achieve Basic Encoding](#), [u.achieve Intermediate Encoding](#), [u.achieve Transfer Articulation \(TA\)](#) workshops, or an on-site u.direct training.

Topic	Downloadable Version	Last Updated
Basic	<a href="#">BP Basic</a>	2/2016
Intermediate	<a href="#">BP Intermediate</a>	5/2012
TA	<a href="#">TA BP Guide 2</a>	12/2015
u.direct	<a href="#">BP BP Basic</a>	3/2016

There are three Best Practice Guides; Basic Encoding, Intermediate Encoding and Transfer Articulation. We recommend that you flip through them! Along with working with the DARS Team, the guides are another great resource if you ever feel stuck or need a suggestion on how to encode something. Happy reading!

## MnTC Historical Listing

Shannan Ellis (Collaboration and Transfer) continues to compile historic lists of MnTC courses for each of the colleges and universities of Minnesota State. The historic list of MnTC Courses for St. Cloud Technical and Community College has been added [here](#).

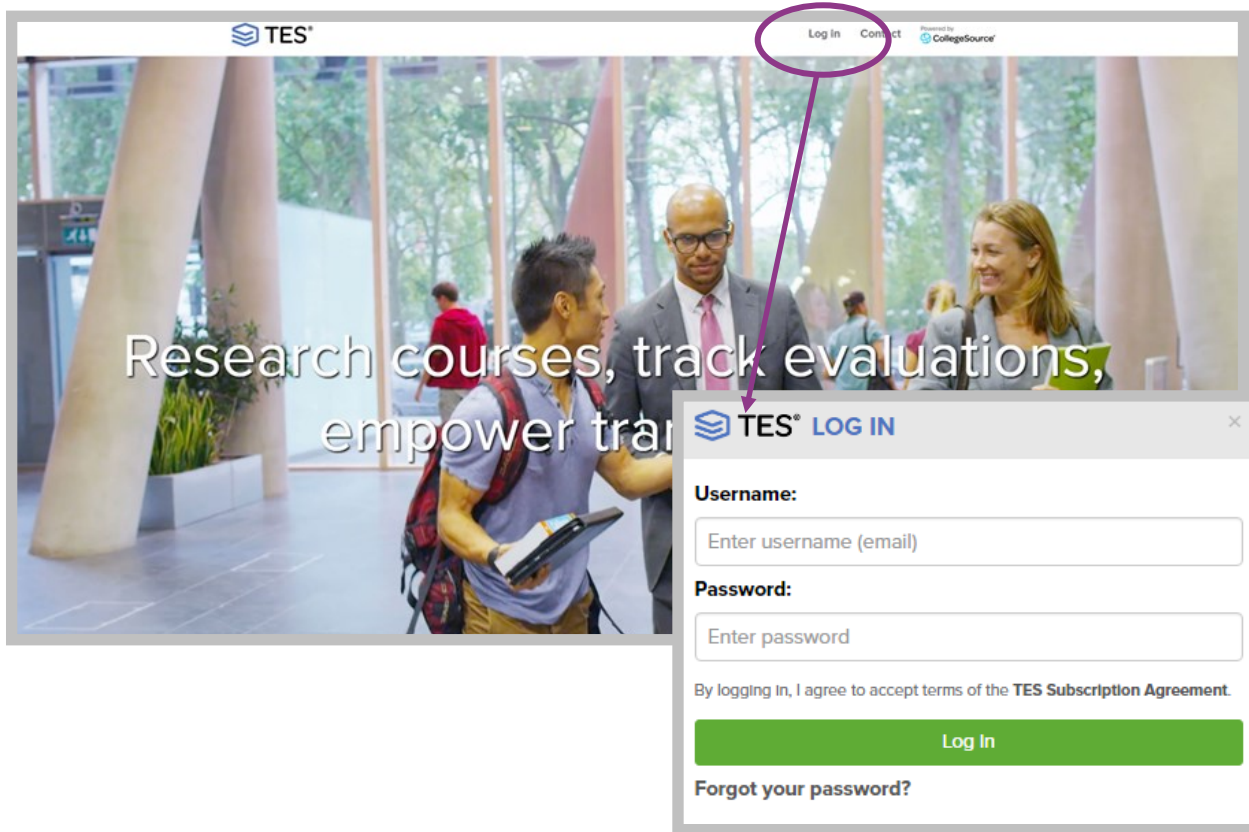
All available listings are posted at [http://www.dars.mntransfer.org/support/MnTC\\_Courses/](http://www.dars.mntransfer.org/support/MnTC_Courses/)

# CollegeSource Has a New Look!



Back in December, CollegeSource made an announcement about getting a fresh, new look. Well...it's here! The CollegeSource logo was their first update, followed now by TES. If you have been on their website lately, you may have noticed that it looks a little bit different. If you haven't, be sure to check it out! We think it looks great!

To read the full announcement from CollegeSource, click [here](#).



## *Transferology Webinars*

New webinars, as well as previous webinars, are posted on the CollegeSource, Support Center, Webinars page: <http://www.collegesource.com/news-events/webinars>.

### Topics Include:

*Introducing Transferology™*

*Transferology™ Lab: The Administrator Role*

*Transferology™ Lab: The Transfer Specialist Role*

*Transferology™ Lab: TES® Evaluation Integration*

*Transferology™ Lab: Recruiter and Advisor Roles*

## *Curriculum Updates*

Riverland Community College has added some new MnTC courses:

- ◆ THTR1125 Script Analysis (Goals 6 & 8)
- ◆ GEOG1210 Physical Geography (Goals 3 & 10) No lab
- ◆ HIST1031 The World Today (Goals 5 & 8)

Riverland Community College has also made some changes to the following MnTC courses:

- ◆ CHEM 1201 General Chemistry I will be 5 credits instead of 4 effective Fall 2017
- ◆ CHEM 1202 General Chemistry II is now 5 credits instead of 4 effective Spring 2017

## *Training Opportunities*

If you need assistance with DARS, or just need a place away from campus to get your encoding done without interruptions, we have our open lab February 15th and 16th at the System Office in Training Lab 2204. Our Central open lab is at the Waite Park Quarry Center Training Room on March 8th. On-Campus assistance is also available on request.

**Basic Encoder Training, Transfer Articulation Training and TransferologyLab Training** is offered upon request. When registering please indicate specific needs in comments area.

You will be contacted for detailed arrangements.

Registration and information can be found at:

[http://www.dars.mntransfer.org/training/training\\_dates.html](http://www.dars.mntransfer.org/training/training_dates.html).

**REGISTRATION DEADLINE** for all training and labs is one week prior to training or lab dates.