

Articulation Coordinating Committee

May 23, 2018

1:00 – 4:00 p.m., EDT

Dial in: 888-670-3525

Code: 2485005088#

Introduction	
Welcome and Chair Comments	Dr. Ed Massey
Action Items	
1. Approval of February 28 Meeting Minutes	Dr. Ed Massey
2. Updates to Program Requirements in the Common Prerequisite Manual	Todd Clark/Lynda Page/Jeremy Hudak
Discussion Items	
3. Legislative Update from the 2018 Legislative Session	Alex Anderson
4. An update on the work related to the educational attainment goal	Chancellor Pumariega
5. Project Status Report on an Application for the Common Prerequisite Manual	Florida Virtual Campus
6. Report from the College Board on Florida Student Results	Dr. Pamela Kerouac
7. An update on approved changes to Credit by Exam list and Dual Enrollment High School Equivalency List	Amanda Walker
8. Update on EMT / Paramedic Programs	Kathleen Taylor
9. Update on the statewide policy related to using FASTER for sending educational records between K12 schools, colleges, and universities	Todd Clark

Next ACC Meeting: October 24, 2018 in Tallahassee

**ACC Membership
May 2018**

Florida College System	State University System	Career and Adult Education
Ed Massey – Chair Indian River State College	Jennifer Buchanan Florida State University	Sylvia Jackson Gadsden County Public Schools
Karen Borglum Valencia College	William Hudson Florida A&M University	Anna Lebesch St. Johns River State College

K12 Education	Nonpublic Education	Students
Vanessa Hilton Pasco County Schools	Theresa Antworth ICUF	Brielle Crooms Florida A&M University
Vacant	Tim Worley Palm Beach Atlantic University	

**Articulation Coordinating Committee
May 23, 2018**

Item #1: Approval of February 28, 2018 Meeting Minutes

ACC Action: Approval

Presenter: Dr. Ed Massey

ACC Meeting

May 23, 2018

Page 3 of 60

**Articulation Coordinating Committee
February 28, 2018**

Draft Meeting Minutes

Members Participating: **Edwin R. Massey, Chair**, Indian River State College
Jennifer Buchanan, Florida State University
Karen Borglum, Valencia College
Brielle Crooms, Florida A&M University
Vanessa Hilton, Pasco County Schools
William Hudson, Florida A&M University
Sylvia Jackson, Gadsden Technical Institute
Anna Lebesch, St. Johns River State College
Tim Worley, Palm Beach Atlantic University

Introduction							
Welcome & Comments	<p>Chair Ed Massey called the meeting to order at 1:02 p.m. He thanked Ms. Buchanan for stepping in to fill the role of ACC chair for recent meetings. He then welcomed members and attendees to the meeting and reminded everyone that Florida has one of the strongest articulation systems in the nation.</p> <p>Dr. Massey then introduced the newest member of the ACC, Vanessa Hilton. Ms. Hilton, Assistant Superintendent for Student Achievement with Pasco County Schools, was appointed to represent K-12 public education stakeholders on the ACC.</p>						
Action Items							
1. Approval of October 25, 2017 Meeting Minutes	Motion to approve the minutes was made by Tim Worley and was seconded by Karen Borglum; the meeting minutes were approved by unanimous vote.						
2. Updates to Program Requirements in the Common Prerequisite Manual (CPM)	<p>Lynda Page presented revisions to the CPM in the following program areas, as recommended by the ACC Oversight Committee:</p> <table style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">15.0000</td> <td>Electrical Engineering Construction Track 2 at UWF – aligns with approved prerequisites in 15.1001.</td> </tr> <tr> <td>15.9999</td> <td>Internet of Things at FIU – new degree program different than Engineering Technology Track 1 at DSC.</td> </tr> <tr> <td>52.0701</td> <td>Entrepreneurship at FSU – new course</td> </tr> </table> <p>Motion to approve the university-related CPM revisions was made by Sylvia Jackson and was seconded by Jennifer Buchanan; the item was approved by unanimous vote.</p> <p>Jeremy Hudak presented college-related technical changes to the CPM for the</p>	15.0000	Electrical Engineering Construction Track 2 at UWF – aligns with approved prerequisites in 15.1001.	15.9999	Internet of Things at FIU – new degree program different than Engineering Technology Track 1 at DSC.	52.0701	Entrepreneurship at FSU – new course
15.0000	Electrical Engineering Construction Track 2 at UWF – aligns with approved prerequisites in 15.1001.						
15.9999	Internet of Things at FIU – new degree program different than Engineering Technology Track 1 at DSC.						
52.0701	Entrepreneurship at FSU – new course						

	<p>following program areas, as recommended by the ACC Oversight Committee.</p> <p>13.1001 Special Education, General – corrects number of credit hours from 124 to 125 at SPC.</p> <p>13.1202 Elementary Teacher Education – corrects number of credit hours from 123 to 120 at SPC.</p> <p>13.1311 Secondary Mathematics Education – corrects number of credit hours from 131 to 120 at MDC.</p> <p>13.1322 Biology Teacher Education – corrects number of credit hours from 123 to 121 at SPC.</p> <p>Lynda Page then presented university-related technical changes to the CPM for the following program areas, as recommended by the ACC Oversight Committee.</p> <p>51.2208 Community Health – program at FGCU deleted.</p> <p>09.0102 Communication (Mass) Media Studies – delete FGCU reference.</p> <p>09.0101 Speech Communication and Rhetoric – add FGCU.</p> <p>09.0702 Digital Communication – delete FGCU reference from Track 2.</p> <p>30.0000 Multi/Interdisciplinary/Integrated Studies – add FGCU, along with clarification in title to include FGCU’s program.</p> <p>51.0000 Health Sciences at UCF – delete “Pre-clinical” and add “Health Sciences” in Track 3 name.</p> <p>04.0601 Landscape and Architecture – change program length to 144 credit hours.</p> <p>14.2701 Industrial & Systems Engineering – changed program length to 125 credit hours.</p> <p>27.0501 Statistics – notification that BS in Statistics at FIU is being terminated.</p> <p>There was no discussion regarding the technical changes; therefore, the changes were accepted as presented.</p>
<p>3. New Additions and Revisions to the ACC Credit-by-Exam Equivalencies</p>	<p>Amanda Walker presented members with changes to the Credit-by-Examination Equivalencies. Revisions were made in the narrative section to reflect the merger of Excelsior and UExcel examinations, add clarification on language related to the total number of credits that can be awarded/transferred in statute, and the removal of the DSST (DANTES) reference. Clean-up was done to remove redundant language throughout the document, to include language related to credit limits for Cambridge AICE and International Baccalaureate (IB) examinations, and the incorporation of Excelsior exams into the UExcel section of the list.</p> <p>Ms. Walker then presented recommendations for course credit equivalencies for the following new examinations:</p> <ul style="list-style-type: none"> • AICE Divinity AS and A Levels • International Baccalaureate (IB) <ul style="list-style-type: none"> ○ Literature and Performance (Standard Level)

	<ul style="list-style-type: none"> ○ World Religions (Standard Level) ● DANTES Subject Standardized Tests (DSST) <ul style="list-style-type: none"> ○ Math for Liberal Arts ○ Principles of Advanced English ● UExcel <ul style="list-style-type: none"> ○ Contemporary Mathematics ○ Introduction to Philosophy ○ Juvenile Delinquency ○ Precalculus Algebra ○ Weather and Climate ● Defense Language Proficiency Test (DLPT) <ul style="list-style-type: none"> ○ Albanian ○ Arabic (Saudi) ○ Arabic (Sudanese) ○ Arabic (Yemeni) ○ Azerbaijani ○ Cebuano ○ Chavacano ○ Dari-Afghan ○ French ○ Greek (Modern) ○ Haitian Creole ○ Hebrew ○ Indonesian ○ Korean ○ Kurdish (Sorani) ○ Norwegian ○ Pashto-Afghan ○ Persian (Farsi/Urdu) ○ Punjabi ○ Serbian/Croatian ○ Somali ○ Spanish ○ Tagalog ○ Tausug ○ Turkish ○ Urdu ○ Uzbek ○ Yoruba <p>Ms. Walker then presented recommendations for course credit equivalency changes for the following examinations:</p> <ul style="list-style-type: none"> ● Advanced Placement (AP) Art History ● International Baccalaureate (IB) <ul style="list-style-type: none"> ○ Environmental Systems and Societies (Standard Level) ○ History (Standard Level) ○ History: History of Africa and the Middle East (Higher Level)
--	--

	<ul style="list-style-type: none"> ○ History: History of the Americas (Higher Level) ○ History: History of Asia and Oceania (Higher Level) ○ History: History of Europe (Higher Level) ○ Mathematics Studies (Standard Level) ○ Theatre (Standard Level) ○ Theatre (Higher Level) ● DANTES Subject Standardized Tests (DSST) <ul style="list-style-type: none"> ○ Environmental Science ○ Fundamentals of College Algebra ● UExcel Earth Science <p>Motion to approve the equivalencies was made by Jennifer Buchanan and was seconded by Anna Lebesch; the item was approved by unanimous vote.</p>
<p>4. Updates to Statewide Articulation Agreement for Practical Nursing</p>	<p>Kathleen Taylor provided an update on the Statewide Articulation Agreement originally signed in 2006 for the Practical Nursing program offered to Florida students. Technical changes were necessary to update the agreement with new terminology reflective of the Nursing R.N. degree program and to remove references to Associate in Applied Science (AAS) degrees, which are no longer covered by the Agreement.</p> <p>Motion to approve the agreement was made by William Hudson and was seconded by Sylvia Jackson; the item was approved by unanimous vote.</p>
<p>5. Gold Standard Pathways Statewide Articulation Agreement</p>	<p>Kathleen Taylor presented an update on six (6) Gold Standard Career Pathway Statewide Articulation Agreements that require ACC approval before consideration by the State Board of Education.</p> <ul style="list-style-type: none"> ● Aerospace Technology ● Agriculture Production Technology ● Building Construction Technology Level 1 ● Building Construction Technology Level 2 ● Electronics Engineering Technology ● Engineering Technology <p>The agreements have been approved by CareerSource Florida to be included on the Industry Certification Funding List, pursuant to State Board of Education Rule 6A-6.0573(3), Florida Administrative Code.</p> <p>Motion to approve the agreement was made by Anna Lebesch and was seconded by Brielle Crooms; the item was approved by unanimous vote.</p>
<p>6. New Additions and Revisions to the Dual Enrollment Course</p>	<p>Amanda Walker presented additions and revisions to the Dual Enrollment Course – High School Subject Area Equivalency List. The revised list includes postsecondary General Education Core subject area indicators, removes world</p>

<p>– High School Subject Area Equivalency List</p>	<p>(foreign) language courses that have had no student enrollment for the last three (3) academic years, and ensures that Career/Technical Education courses appearing on the list are also included on the CAPE Postsecondary Industry Funding List, among other minor technical changes.</p> <p>Motion to approve the equivalencies was made by Jennifer Buchanan and was seconded by Sylvia Jackson; the item was approved by unanimous vote.</p>
<p>7. Statewide Policy related to Using F.A.S.T.E.R. for Sending Educational Records between K12 Schools, Colleges, and Universities</p>	<p>Mr. Levis Hughes, Chief of Student Financial Assistance, provided an update on Florida Automated System for Transferring Educational Records (FASTER), the system used for the transportation of transcript information between and among secondary and postsecondary educational institutions.</p> <p>The FASTER Steering Committee developed a draft policy statement, for consideration by the ACC, which states, in part that “The Department and all public universities, Florida College System institutions, and school districts shall maintain the electronic exchange of student transcripts and associated educational records, including acquisition of and access to test scores of students in the standard format established by the ACC” meaning that student transcript sharing between school districts and Florida colleges and universities and other school districts is accomplished using FASTER.</p> <p>FASTER is currently utilized by all 67 school districts, all 12 public universities and all 28 state colleges for the exchange of electronic student records, per Rule 6A-10.024, F.A.C.; FASTER is also the transfer mechanism for sharing immunization records between school districts. Future plans to utilize FASTER for sharing immunization records between and among postsecondary institutions is under discussion with the Florida Department of Health.</p> <p>Motion to approve the policy statement was made by Brielle Crooms and was seconded by William Hudson; the item was approved by unanimous vote.</p> <p>Next steps include notifying Florida’s educational institutions about the policy; the Office of Articulation will work with the respective sectors to develop a memorandum for distribution.</p>
<p>Discussion Items</p>	
<p>8. An Update on the Work related to the Educational Attainment Goal</p>	<p>Chancellor Madeline Pumariega presented an update on the need to enact stronger state policies to increase postsecondary attainment and provided a handout on “Understanding Florida’s Need for Higher Educational Attainment”. The “Rise to 55” initiative seeks to increase the number of working-age residents who are equipped with a postsecondary degree or certificate by the Year 2025. Currently, only 47 percent of working-age residents are qualified; however, it is projected that by 2025, more than 60 percent of Florida’s jobs will require a postsecondary degree or certificate.</p>

	<p>The Higher Education Coordinating Council is involved and has set up Convening meetings with local business and educational organizations in Central Florida, Tampa and Miami over the coming months to establish local/regional attainment goals.</p>
<p>9. Update on the Work for Postsecondary Civics Literacy</p>	<p>Dr. Karinda Barrett provided an update on the collaborative efforts of the Office of Articulation, the Florida College System (FCS) and the State University System (SUS), to implement the new Postsecondary Civics Literacy graduation requirement.</p> <p>Twenty faculty members representing the FCS and SUS were appointed to identify courses and competencies that meet the new postsecondary requirement beginning in 2018-2019.</p> <p>As a result of their work, the faculty committee approved AMHX020 and POSX041 as the course recommendations, along with a third course (yet to be developed) that would include the required course competencies and outcomes.</p> <p>Next steps include full ratification by the sectors; both the SBE and SUS are scheduled to consider the recommendations at their respective March meetings. Additionally, the approved outcomes will be entered into the Statewide Course Numbering System's course detail for AMHX020 and POSX041.</p>
<p>Other Business</p>	<p>Todd Clark announced that there were two informational items to share with members.</p> <ol style="list-style-type: none"> 1. Statewide Articulation Agreement for EMT/Paramedics – An agreement signed in 1994 gave the ACC authority to hear appeals from school districts who have demonstrated a local need for EMT/Paramedic programs but have not been approved in the past to offer them. A school district not covered by the original agreement has indicated that they would like to pursue the appeal option to be granted approval to offer the program. 2. The Florida Virtual Campus (FLVC) is creating an automated system to update and maintain the Florida Common Prerequisite Manual (CPM). The CPM is currently housed on the FLVC website but must be manually updated with revisions. <p>Additional updates on the automation project will be provided to the ACC, as available.</p>
<p>Next ACC Meeting</p>	<p>The next meeting of the ACC will be held in Tallahassee on May 23, 2018, from 1:00-4:00 p.m. The meeting was adjourned at 2:24 p.m.</p>

**Articulation Coordinating Committee
May 23, 2018**

Item #2: Revisions to the Common Prerequisite Manual

ACC Action: Approval

See Appendix A

CIP Area	Title	Institution(s)	Action	Oversight Committee Recommendation
13.9999	Education, General	SPC	Deleting Prerequisite Course	Approval
03.0101	Environment & Society	FSU	New Degree in New CIP	Approval
11.0701	Computer Science	UWF	New Degree in New CIP	Approval
11.1003	Cybersecurity	UWF	Second Track	Approval
26.2501	Neuroscience	FSU	New Degree in New CIP	Approval
40.0699	Geosciences, Geology Focus	FAU	New Degree in New CIP	Approval

Technical Changes

CIP Area	Title	Institution(s)	Action
13.0101	Education, General	UF	Add UF to institutions offering this program
52.0301	Accounting	UF	Eliminate UF from the footnote relating to ACGX071
52.0203 T. 3	Supply Chain Command	FGCU	Correct CGSX100 option typo
52.1301	Management Science	FAU	Added Business Analytics to the title and FIU to the page
52.0803	Financial Services	UNF	Change to new CIP number: 52.0804

Presenters: Todd Clark/Lynda Page/ Jeremy Hudak

Articulation Coordinating Committee
May 23, 2018

Item #3: Legislative Update from the 2018 Legislative Session

ACC Action: Discussion

Presenter: Alex Anderson

**Articulation Coordinating Committee
May 23, 2018**

Item #4: An Update on the Work Related to the Educational Attainment Goal

ACC Action: Discussion

Presenter: Chancellor Pumariega

ACC Meeting

May 23, 2018

Page **12** of **60**

Articulation Coordinating Committee
May 23, 2018

Item #5: Project Status Report on an Application for the Common Prerequisite Manual

ACC Action: Discussion

See Appendix B

Summary

- **Primary Audience:** Administrators and advisors
- **Objective:**
 1. Enhance design to provide a **user-friendly interface**
 2. Add **search and reporting** functionality for the manuals
 3. A robust database (and its linkages to other databases of record), which also includes the process for converting the current data source to the new database format
 4. Administrative access and the automation of the approval workflow (which allows for changes within the manual)



Presenter: Florida Virtual Campus

Articulation Coordinating Committee

ACC Meeting

May 23, 2018

Page 13 of 60

May 23, 2018

Item #6: Report from the College Board on Florida Student Results

ACC Action: Discussion

Presenter: Dr. Pamela Kerouac

Articulation Coordinating Committee
May 23, 2018

Item #7: An update on approved changes to Credit by Exam list and Dual Enrollment High School Equivalency List

ACC Action: Discussion

Presenter: Amanda Walker

Articulation Coordinating Committee

May 23, 2018

Item #8: Update on EMT / Paramedic Programs

ACC Action: Discussion

Presenter: Kathleen Taylor

Articulation Coordinating Committee
May 23, 2018

Item #9: Update on the statewide policy related to using FASTER for sending educational records between K12 schools, colleges, and universities

ACC Action: Discussion

See Appendix C

Presenter: Todd Clark

**Articulation Coordinating Committee
May 23, 2018**

APPENDIX A

Application to **Modify** Currently Approved Common Prerequisites

Degree Program Name: Educational Studies

CIP Code: 13.9999

Anticipated Degree Total Hours: 120

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? Yes No

If yes, under what CIP code? _____

Institution Requesting Modification: St. Petersburg College

Name of Contact Person: Dr. Kimberly Hartman, Dean, College of Education

Email Address: Hartman.kimberly@spcollege.edu

Phone Number: 727-712-5876

Please list the current common prerequisites and any corresponding approved alternative courses. Please add rows to the table as appropriate.

CIP: 13.9999

Track: 1

Current Primary Prerequisites	Current Alternative Course(s)
EDFX005	Requesting removal of prerequisite course; no alternative
EDFX085	Requesting removal of prerequisite course; no alternative
EMEX040	Requesting removal of prerequisite course; no alternative

- Does this modification of currently approved common prerequisites involve adding another track to the currently approved prerequisites within the *Common Prerequisite Manual*?
 No Yes
 Maybe - depends upon Discipline Committee recommendation _____

The Educational Studies degree is a non-teacher certification degree so the three education pre-requisites are not necessary. The three education pre-requisites were mistakenly listed with the original program submission; however, they are not required for entry into the program since this is a non-teacher certification degree and we would like them removed.

2. If adding a common prerequisite course or course substitute, please provide the following information. You can find details about individual courses at the hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four digit number of the proposed course and select the Search button. The resulting hyperlink of the course number leads to a page with two tabs: statewide course detail and institutions. Clicking on the institutions tab will identify the institutions offering the course.

Please add rows to the table as appropriate.

Proposed Course	Title of Proposed Course	# FCS Currently Offering Course	# SUS Currently Offering Course	Justification for the addition or deletion

3. If your request includes course(s) that are offered currently at three or fewer FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division.
4. If your request includes courses that are offered currently only at your institution, do you have enough elective credit hour space in your upper division curriculum so that the associate in arts transfer student can complete the courses and still be held harmless in excess hours and time?
 - a. Yes_____
 - b. No_____
5. If your request includes courses that are offered only at your institution, are you willing and able to offer these courses online or during the summer so that transfer students can complete the courses without delaying admission for the fall?
 - a. Yes_____
 - b. No_____
6. Is the credit hour total for required prerequisite coursework more than 24 credit hours?
 - a. Yes_____
 - b. No_X_____

If yes, how do you anticipate students meeting the general education requirement?

 - b. _____ Course(s) are anticipated to be "core" general education

- c. _____ Course(s) are anticipated to be part of most institutions' general education program
- d. _____ Other (please specify):

Program: Educational Studies CIP: 13.9999
 Track: 1
 Offered At: SPC Program Length: 120 Cr. Hrs.

NOTE: Completion of this program does not result in educator certification.
 NEW 10/22/08
 Footnote deleted and revised 9/13/2016. 11/30/2017

LOWER LEVEL COURSES

--- None(1)

		Cr. Hrs.	
	EDFX005	3	Intro to Education
&-	EDFX085 ⁽⁴⁾	3	
&-	EMEX040 ⁽⁴⁾	3	Education Technology

FOR ALL MAJORS: Students are strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program. Students should consult with an academic advisor in their major degree area.

FOR EDUCATION MAJORS: General education courses will be determined by the college or university where the student currently is earning the Associate in Arts or baccalaureate degree, and will be published in the institution's existing catalog and delineated in the Statewide Course Numbering System.

-
- (1) ~~This course will no longer be required for admission purposes for students anticipating entering teacher education degree programs as a junior fall 2019 and beyond. All Community College students are encouraged to complete the Associate in Arts degree.~~

Application to Approve Common Prerequisites for new Degree

Degree Program Name: Environment & Society CIP Code: 3.0101

Anticipated Degree Total Hours: 120

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? Yes No

If yes, under what CIP code? _____

Institution Requesting Modification: Florida State University

Name of Contact Person: Victor Mesev

Email Address: vmesev@fsu.edu Phone Number: 850-645-2498

Please list the current common prerequisites for any similar program (may be in a different CIP but same major): Please add rows to the table as appropriate.

CIP: 3.1010 Track: 1

Current Primary Prerequisites	Current Alternative Course(s)
BSXC010/X010L or BSCX010C	
CHMX045/X045L or CHM045C	
GEOX200C	

1. Is there a similar program? Yes No
2. If yes, are you requesting a modification of currently approved common prerequisites of a similar program within the *Common Prerequisite Manual*?
 No Yes
 Maybe - depends upon Discipline Committee recommendation _____

If yes or maybe above, please provide justification regarding the significant differences in your curriculum that would necessitate a new track with different common prerequisites:

3. What are your proposed common prerequisites? Please provide the following information. You can find details about individual courses at the hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four digit number of the proposed course and select the Search button. The resulting hyperlink of the course number leads to a page with two tabs: statewide course detail and institutions. Clicking on the institutions tab will identify the institutions offering the course.

Please add rows to the table as appropriate.

Proposed Course	Title of Proposed Course	# FCS Currently Offering Course	# SUS Currently Offering Course	Justification for the addition or deletion
GEOX330	Environmental Science	0	1	Delete course: not taught anywhere other than FSU

4. If your request includes course(s) that are offered currently at three or fewer FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division.
5. If your request includes courses that are offered currently only at your institution, do you have enough elective credit hour space in your upper division curriculum so that the associate in arts transfer student can complete the courses and still be held harmless in excess hours and time?
 - a. Yes_____
 - b. No_X_
6. If your request includes courses that are offered only at your institution, are you willing and able to offer these courses online or during the summer so that transfer students can complete the courses without delaying admission for the fall?
 - a. Yes_____
 - b. No_X_
7. Is the credit hour total for required prerequisite coursework more than 24 credit hours?
 - a. Yes_____
 - b. No_X_

If yes, how do you anticipate students meeting the general education requirement?

- b. _____ Course(s) are anticipated to be "core" general education

- c. _____ Course(s) are anticipated to be part of most institutions' general education program
- d. _____ Other (please specify):

Program: Environment & Society **CIP:** 3.0101
Offered At: FSU, **Track:** 1
Program Length: 120 Cr. Hrs.

NEW program 2017

LOWER LEVEL COURSES

Cr Hours

BSXC010/X010L or BSCX010C	4	General Biology 1 & Lab
& CHMX045/X045L or CHMX045C	4	General Chemistry 1 & Lab
& GEOX200C or GEOX200	3	Physical Geography



Review of Common Prerequisite Completion within 60 hours	
60	Credit Hours for AA Degree
- 11	Minus Number of Proposed Common Prerequisite Credit Hours
+ 3	Plus Number of Common Prerequisites in General Education Core
52	Equals Number Credit Hours to complete remainder of General Education

Note: There are at least 3 more hours that will typically fall in most, if not all, general education course requirements (with the additional being in the Natural Science area).

Common Prerequisite Application for Unique CIP/Degree Program

Degree Program Name: Computer Science CIP Code: 11.0701

Anticipated Degree Total Hours: 120

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? _____ Yes No

If yes, under what CIP code: _____ Track _____

*If your degree program is the same as above, you should use the **Application to Modify Currently Approved Common Prerequisites**.*

Institution Requesting Program Added: The University of West Florida

Name of Contact Person: Thomas Reichherzer

Email Address of Above: treichherzer@uwf.edu Phone Number: (850) 474-2612

1. Please list your proposed common prerequisites, along with the additional information requested below. You can find details about individual courses at the following hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four digit number of the proposed course. The hyperlink leads to a page with two worksheets: statewide course detail and institutions. Clicking on the institutions page will identify the institutions offering the course. Be aware that there may be institutions besides Florida College System (FCS) and State University System (SUS) institutions listed.

Add additional lines if necessary.

Proposed Course Prefix and Number	Title of Proposed Course	# Credit Hrs	Will count as general ed at your institution?	# FCS Currently Offering Course	# SUS Currently Offering Course	Additional recommended alternative courses to primary
COPXXXX	Introductory Programming in C, C++, Java, or equivalent language	3		EFSC	USF, FPU, FAU, FIU, FSU, UCF, USF, FAMU, UF, UNF	none
MACX311	Analytic Geometry & Calculus I	4	yes	DSC, SFC, SSCF, VC, MDC, IRSC, SPC, FSCJ	FAMU, FAU, FGCU, FIU, FSU, UF, UNF, USF, FPU, UCF, USFSM,	none

					USFSP	
MACX312	Analytic Geometry & Calculus II	4	yes	SSCF, VC, MDC, IRSC, SPC, FSCJ	FPU, UCF, USFSM, USFSP	none
PHYX048L	University Physics I and Lab	4	yes	EFSC, NWFSC, MDC, BC, CC, FSCJ, SFC, IRSC, SPC, DSC, FSWSC, IRSC, VC	FAMU, FAU, FIU, UCF, UF, UNF, USF, FSU, FPU, FGCU, USFSM, USFSP	none
PHYX049L	University Physics II and Lab	4	yes	DSC, MDC, BC, CC, FSWSC, IRSC, NWFSC, SPC, SFC, FSCJ	FSU, UF, USF, USFSP, FAMU, FAU, FIU, UCF, UNF, FPU, FGCU, USFSM, USFSP	none
XXXXXXX	Science Course for Science Majors	3	yes			none
XXXXXXX	Science Course for Science Majors	3	yes			none

2. Is the credit hour total for required work more than 24?
a. Yes X b. No

If yes, how do you anticipate students meeting general education requirement:

- a. X Course(s) are anticipated to be "core" general education;
b. _____ Anticipate that institutions will have course(s) as part of their institution's general education program.
c. _____ Other (please specify):
3. If your request includes course(s) that are offered currently at 3 or less FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division

N/A

4. If your request includes courses that are offered currently at only your institution, do you have the same amount of elective credit hour space in your upper division so that the associate in arts transfer student is held harmless in excess hours and time?

- a. Yes _____ b. No _____
5. If your request includes courses that are offered only currently at your institution, are you willing and able to offer these courses online or during the summer so that transfer students may pick up the courses without delaying admission for the fall?
- a. Yes _____ b. No _____

Program: Computer Science

CIP: 11.0701

Offered at: UWF

Track: 1

Prog. Length: 120 Cr. Hrs.

Created February 2017

LOWER LEVEL COURSES

COPXXXX	3	Introductory Programming in C, C++, JAVA, or equivalent language
& MACX311	4	Analytic Geometry & Calculus I
& MACX312	4	Analytic Geometry & Calculus II
& PHYX048/L OR PHYX048C	4	Physics I and Lab
& PHYX049/L OR PHYX049C	4	Physics II and Lab
& XXXXXXX	3	Science Course for Science Majors
& XXXXXXX	3	Science Course for Science Majors

FOR ALL MAJORS: Students are strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program. Students should consult with an academic advisor in their major degree area.

Review of Common Prerequisite Completion within 60 hours	
60	Credit Hours for AA Degree
-	25 Minus Number of Proposed Common Prerequisite Credit Hours
+	6 Plus Number of Common Prerequisites in General Education Core
41	Equals Number Credit Hours to complete remainder of 30 General Education

Common Prerequisite Application for Unique CIP/Degree Program

Degree Program Name: Cybersecurity CIP Code: 11.1003

Anticipated Degree Total Hours: 120

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? _____ Yes No

If yes, under what CIP code: _____ Track _____

*If your degree program is the same as above, you should use the **Application to Modify Currently Approved Common Prerequisites**.*

Institution Requesting Program Added: The University of West Florida

Name of Contact Person: Thomas Reichherzer

Email Address of Above: treichherzer@uwf.edu Phone Number: (850) 474-2612

1. Please list your proposed common prerequisites, along with the additional information requested below. You can find details about individual courses at the following hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four digit number of the proposed course. The hyperlink leads to a page with two worksheets: statewide course detail and institutions. Clicking on the institutions page will identify the institutions offering the course. Be aware that there may be institutions besides Florida College System (FCS) and State University System (SUS) institutions listed.

Add additional lines if necessary.

Proposed Course Prefix and Number	Title of Proposed Course	# Credit Hrs	Will count as general ed at your institution?	# FCS Currently Offering Course	# SUS Currently Offering Course	Additional recommended alternative courses to primary
COPXXXX	Introductory Programming in C, C++, Java, or equivalent language	3		EFSC	USF, FPU, FAU, FIU, FSU, UCF, USF, FAMU, UF, UNF	none
MACX311	Analytic Geometry & Calculus I	4	yes	DSC, SFC, SSCF, VC, MDC, IRSC, SPC,	FAMU, FAU, FGCU, FIU, FSU, UF, UNF, USF,	none

				FSCJ	FPU, UCF, USFSM, USFSP	
MACX312	Analytic Geometry & Calculus II	4	yes	SSCF, VC, MDC, IRSC, SPC, FSCJ	FPU, UCF, USFSM, USFSP	none
PHYX048L	University Physics I and Lab	4	yes	EFSC, NWFSC, MDC, BC, CC, FSCJ, SFC, IRSC, SPC, DSC, FSWSC, IRSC, VC	FAMU, FAU, FIU, UCF, UF, UNF,USF, FSU, FPU, FGCU, USFSM, USFSP	none
STAX023	Elements of Statistics	3	yes	DSC, BC, IRSC, MDC, SFC, SPC, SSCF, NWFSC, SCFMS, FSCJ, CC, CCF, FSWSC, GCSC, PESC, PHSC, PSC, SFSC, TCC, PBSC, SJRSC, FGC	FAMU, FAU, FGCU, FIU, FSU, UCF, UF, UNF, USF, NCF, USFSP, USFSM, FPU	none
XXXXXXX	science course for science majors	3	yes			none

2. Is the credit hour total for required work more than 24?

- a. Yes _____ b. No X

If yes, how do you anticipate students meeting general education requirement:

- d. _____ Course(s) are anticipated to be "core" general education;
e. _____ Anticipate that institutions will have course(s) as part of their institution's general education program.
f. _____ Other (please specify):

3. If your request includes course(s) that are offered currently at 3 or less FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division

N/A

4. If your request includes courses that are offered currently at only your institution, do you have the same amount of elective credit hour space in your upper division so that the associate in arts transfer student is held harmless in excess hours and time?
 - a. Yes _____
 - b. No _____

5. If your request includes courses that are offered only currently at your institution, are you willing and able to offer these courses online or during the summer so that transfer students may pick up the courses without delaying admission for the fall?
 - a. Yes _____
 - b. No _____

Request for separate common prerequisites for 11.1003

The University of West Florida’s (UWF’s) Cybersecurity curriculum has been designated by the National Security Agency as a Department of Homeland Security Center of Academic Excellence and as the Regional Resource Center for the Southeast United States. The degree program aligns with national cybersecurity curricular guidelines and prepares graduates to be leaders in the protection of data assets and systems as well as the analysis of potential threats to system and networks. UWF’s Cybersecurity curriculum focuses on the techniques, policies, operational procedures, and technologies that secure and defend the availability, integrity, confidentiality, and non-repudiation of information and systems.

While there is a bachelor’s level program in CIP 11.1003 at some of the state colleges including Pensacola State College (PSC), those programs focus on creating system administrators with cybersecurity skills. In contrast, the UWF Cybersecurity degree program places an emphasis on mathematics and computer programming. The prerequisite courses selected for UWF’s curriculum prepare students for the particular rigors of our academic course of study. Additionally, there is only one prerequisite course in common between the state college program and UWF, COPXXXX Programming in C++ (highlighted in yellow below).

PSC Common Prerequisites for 11.1003

Choose one:	3	
CTS650		Networking Essentials
CTS651		Cisco Router Technology
CET610		Computer Engineering Technology
CET614		Routers & Network Security (L)
CTS120	3	Security+
Choose one:	3	
CTS314		Network Defense and Countermeasures
CTS317		Advanced Security
CTS318		Information Security Management
CET691		Laws and Legal Aspects of Information Technology Security (L)
CET830	3	Information Assurance (L)
Choose one:	3	
COP510		Programming Concepts I
COP224		Programming in C++
COP332		Intro to Windows Programming using Visual Basic
COP800		Java Programming
CTS390	3	Installing and Configuring Windows Server 2012
CTS300	3	Designing Windows Networks
Choose one:	3	
CTS149		Fundamentals of Project Management-PMI Cert.
CGS103		Business Computer Management Application
CTS142		Project +

UWF Common Prerequisites for 11.1003

COPXXXX	3	Introductory Programming in C, C++, Java, or equivalent language
MACX311	4	Analytic Geometry & Calculus I
MACX312	4	Analytic Geometry & Calculus II
PHYX048L	4	University Physics I and Lab
STAX023	3	Elements of Statistics
XXXXXXX	3	Science course for science majors

UWF respectfully requests that the Articulation Coordination Committee recognize the UWF submission of common prerequisites for its Cybersecurity degree program 11.1003.

Program: Cybersecurity CIP: 11.1003
 Offered At: UWF Track: 2/2
 Program Length: 120 Cr. Hrs.

LOWER LEVEL COURSES

	Cr. Hrs.	
MACX311	3	Analytic Geometry & Calc I
& MACX312	3	Analytic Geometry & Calc II
& PHYX048/X048L	4	Physics I & lab
& STAX023	3	Elements of Statistics
& XXXXXXXX (1)	3	
& COPXXXXX (2)	3	

- (1) Any science course for science majors.
 (2) Introductory Programming in C, C++, JAVA, or equivalent language.

FOR ALL MAJORS: Students are strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program. Students should consult with an academic advisor in their major degree area.

Review of Common Prerequisite Completion within 60 hours	
60	Credit Hours for AA Degree
- 19	Minus Number of Proposed Common Prerequisite Credit Hours
+ 6	Plus Number of Common Prerequisites in General Education Core
47	Equals Number Credit Hours to complete remainder of 30 hrs of General Education

Application to Approve Common Prerequisites for new Degree

Degree Program Name: **Neuroscience** CIP Code: **26.2501**

Anticipated Degree Total Hours: **120 Cr. Hrs.**

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? Yes No

If yes, under what CIP code? **42.2706**

Institution Requesting Modification: **Florida State University**

Name of Contact Person: **Dr. Jennifer Buchanan**

Email Address: **jbuchanan@fsu.edu** Phone Number: **850-644-6876**

Please list the current common prerequisites for any similar program (may be in a different CIP but same major): Please add rows to the table as appropriate.

CIP: 42.2706 Track: 1

Current Primary Prerequisites	Current Alternative Course(s)
BSCX010/X010L	or BSCX010C
BSCX011/X011L	or BSCX011C
CHMX045/X045L	or CHMX045C
CHMX046/X046L	or CHMX046C
CHMX210/X210L	CHMX210C or PHYX053/X053L
CHMX211/X211L	CHMX211C or PHYX054/X054
MACX233	or MACX311
PSYX012	

1. Is there a similar program? Yes No
2. If yes, are you requesting a modification of currently approved common prerequisites of a similar program within the *Common Prerequisite Manual*?
 No Yes
 Maybe - depends upon Discipline Committee recommendation _____

If yes or maybe above, please provide justification regarding the significant differences in your curriculum that would necessitate a new track with different common prerequisites:

3. What are your proposed common prerequisites? Please provide the following information. You can find details about individual courses at the hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four-digit number of the proposed course and select the Search button. The resulting hyperlink of the course number leads to a page with two tabs: statewide course detail and institutions. Clicking on the institutions tab will identify the institutions offering the course.
 - The Neuroscience B.S. (CIP 26.2501) is a unique inter-disciplinary STEM degree, requiring coursework across natural and social science departments, along with mathematics and statistics. The curriculum includes a total of 37 credit hours of common prerequisites. Academic mapping demonstrates that a FTIC student at FSU or a FCS student who transfers to FSU can complete the curriculum, satisfying all university and college requirements, in 4 years at 120 credit hours. Using the Statewide Course Numbering System, we have determined that the proposed common prerequisites for CIP 26.2501 are currently offered by numerous FCS and SUS institutions across the State of Florida.

Please add rows to the table as appropriate.

Proposed Course	Title of Proposed Course	# FCS Currently Offering Course	# SUS Currently Offering Course	Justification for the addition or deletion
BSCX010/X010L	GENERAL BIOLOGY (GE CORE) W/ LABORATORY	18	11	A prerequisite for a similar degree program – CIP 42.2706, Psychobiology
BSCX011/X011L	GENERAL BIOLOGY (CONT.) W/ LABORATORY	17	9	A prerequisite for a similar degree program – CIP 42.2706, Psychobiology
CHMX045/X045L	GENERAL CHEMISTRY (1 OF 2) (GE CORE) W/ LABORATORY	24	11	A prerequisite for a similar degree program – CIP 42.2706, Psychobiology
CHMX046/X045L	GENERAL CHEM II (LAST COURSE IN SEQUENCE) W/ LABORATORY	23	9	A prerequisite for a similar degree program – CIP 42.2706, Psychobiology
CHMX210	ORGANIC CHEMISTRY	24	10	A required prerequisite to meet the greater STEM emphasis and inter-disciplinary breadth of CIP 26.2501, Neuroscience

CHMX211	ORGANIC CHEMISTRY (CONT.)	24	10	A required prerequisite to meet the greater STEM emphasis and interdisciplinary breadth of CIP 26.2501, Neuroscience
PHYX053C	GENERAL PHYSICS I (2 SEM SEQ) (GE CORE)	28	10	A required prerequisite to meet the greater STEM emphasis and interdisciplinary breadth of CIP 26.2501, Neuroscience
PHYX054C	GENERAL PHYSICS II (2 SEM SEQ)	28	10	A required prerequisite to meet the greater STEM emphasis and interdisciplinary breadth of CIP 26.2501, Neuroscience
MACX311	CALCULUS I (GE CORE)	30	11	A prerequisite for a similar degree program – CIP 42.2706, Psychobiology
STAXXXX	INTRODUCTORY OR ENTRY-LEVEL COURSE IN STATISTICS	30	11	A required prerequisite to meet the greater STEM emphasis and interdisciplinary breadth of CIP 26.2501, Neuroscience

4. If your request includes course(s) that are offered currently at three or fewer FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division.
 - This request includes courses offered currently by 17-30 FCS institutions.

5. If your request includes courses that are offered currently only at your institution, do you have enough elective credit hour space in your upper division curriculum so that the associate in arts transfer student can complete the courses and still be held harmless in excess hours and time?
 - a. Yes_____ b. No_____
 - This request does NOT include courses only offered at Florida State University.

6. If your request includes courses that are offered only at your institution, are you willing and able to offer these courses online or during the summer so that transfer students can complete the courses without delaying admission for the fall?
 - a. Yes_____ b. No_____
 - This request does NOT include courses only offered at Florida State University.

7. Is the credit hour total for required prerequisite coursework more than 24 credit hours?
- a. Yes b. No

If yes, how do you anticipate students meeting the general education requirement?

- b. Course(s) are anticipated to be “core” general education
- c. Course(s) are anticipated to be part of most institutions’ general education program
- d. Other (please specify):

Program: Neuroscience **CIP:** 26.2501
Track: 1
Offered At: FSU, **Program Length:** 120 Cr. Hrs.

NEW program

LOWER LEVEL COURSES

Cr Hours

BSCX010/X010L or BSCX010C	4	General Biology 1 & Lab
BSCX011/X011L or BSCX011C	4	General Biology 2 & Lab
& CHMX045/X045L or CHMX045C	4	General Chemistry 1 & Lab
& CHMX046/X046L or CHMX046C	4	General Chemistry 2 & Lab
& CHMX210/X210L or CHMX210C	4	Organic Chemistry 1 & Lab
& CHMX211/X211L or CHMX211C	4	Organic Chemistry 2 & Lab
& MACX311 or MACX233	4	Calculus I
& STAXXXX	3	Introductory or Entry-Level Course in Statistics
& PHYX053C or PHYX053/X053L	4	General Physics I & Lab
& PHYX054C or PHYX054/X054L	4	General Physics 2 & Lab

Review of Common Prerequisite Completion within 60 hours	
60	Credit Hours for AA Degree
-	39 Minus Number of Proposed Common Prerequisite Credit Hours
+	6 Plus Number of Common Prerequisites in General Education Core
27	Equals Number Credit Hours to complete remainder of 30 hrs of General Education (see note below)

Note: There are at least 6 more hours that will typically fall in most, if not all, general education course requirements (with the additional being in the Natural Science and Mathematics areas).

Application to Approve Common Prerequisites for new Degree

Degree Program Name: B.S. Geosciences, Geology Focus CIP Code: 40.0699

Anticipated Degree Total Hours: 120

Are other degree programs under this name currently found in the Common Prerequisite Manual (CPM)? Yes No

If yes, under what CIP code?

Institution Requesting Modification: Florida Atlantic University

Name of Contact Person: Zhixiao Xie

Email Address: xie@fau.edu

Phone Number: 561-306-0725

Please list the current common prerequisites for any similar program (may be in a different CIP but same major): Please add rows to the table as appropriate. Not Applicable - there is no similar degree in SUS

CIP: _____ Track: _____

Current Primary Prerequisites	Current Alternative Course(s)

1. Is there a similar program? Yes No
2. If yes, are you requesting a modification of currently approved common prerequisites of a similar program within the *Common Prerequisite Manual*?
 No Yes
 Maybe - depends upon Discipline Committee recommendation _____

If yes or maybe above, please provide justification regarding the significant differences in your curriculum that would necessitate a new track with different common prerequisites:

3. What are your proposed common prerequisites? Please provide the following information. You can find details about individual courses at the hyperlink to the Statewide Course Numbering System ([SCNS](#)). Type in the prefix and four digit number of the proposed course and select the Search button. The resulting hyperlink of the course number leads to a page with two tabs: statewide course detail and institutions. Clicking on the institutions tab will identify the institutions offering the course.

Please add rows to the table as appropriate.

Proposed Course	Title of Proposed Course	# FCS Currently Offering Course	# SUS Currently Offering Course	Justification for the addition or deletion
CHM 2045/2045L	General Chemistry 1 and Lab	33	11	Required prerequisite for core courses
MAC 2311	Calculus with Analytic Geometry 1	34	11	Required prerequisite for core courses
PHY 2048 /2048L	General Physics 1 and Lab	30	11	Required prerequisite for core courses
STA 2023	Introductory Statistics	37	11	Required prerequisite for core courses
GLY 2010C	Physical Geology/Evolution of the Earth	18	8	Required prerequisite for core courses

4. If your request includes course(s) that are offered currently at three or fewer FCS institutions, please provide a justification as to why these courses are critical for a student's success in your upper division. Not Applicable
5. If your request includes courses that are offered currently only at your institution, do you have enough elective credit hour space in your upper division curriculum so that the associate in arts transfer student can complete the courses and still be held harmless in excess hours and time? Not Applicable
 a. Yes _____ b. No _____
6. If your request includes courses that are offered only at your institution, are you willing and able to offer these courses online or during the summer so that transfer students can complete the courses without delaying admission for the fall? Not Applicable
 a. Yes _____ b. No _____

7. Is the credit hour total for required prerequisite coursework more than 24 credit hours?
a. Yes _____ b. No X

If yes, how do you anticipate students meeting the general education requirement?

Not Applicable

- b. _____ Course(s) are anticipated to be "core" general education
c. _____ Course(s) are anticipated to be part of most institutions' general education program
d. _____ Other (please specify):

Program: Geosciences, Geology Focus CIP: 40.0699
 Offered At: FAU, Track: 1
 Program Length: 120 Cr. Hrs.

NEW program

LOWER LEVEL COURSES

	Cr Hours	
CHMX045/X045L or CHMX045C Or CHMX040 & CHMX041	4	General Chemistry 1 & Lab
& CHMX046/X046L or CHMX046C	4	General Chemistry 2 & Lab
& MACX311 or MTHX281	4	Calculus I
& GLYX010C or GLYX010/X010L	4	Introductory Geology
& PHYX048C & PHYX049C (1) Or PHYX048/X048L & PHYX049/X049L Or PHYX053C or PHYX054C	8 <u>4</u>	General Physics with Calculus I & 2 & Lab
& STAX023	3 <u>3</u>	Introductory Statistics
& XXXXXX(2)	4	

- (1) ~~The choice of Physics sequence depends on the area of Geology specialization.~~
 (2) ~~Historical Geology STRONGLY recommended.~~

Review of Common Prerequisite Completion within 60 hours	
60	Credit Hours for AA Degree
- 19	Minus Number of Proposed Common Prerequisite Credit Hours
+ 6	Plus Number of Common Prerequisites in General Education Core
47	Equals Number Credit Hours to complete the 30 remainder hours of General Education

Note: There are at least 6 more hours that will typically fall in most, if not all, general education course requirements (with the additional being in the Natural Science and Mathematics areas).

NOTE #2: The strike-through/underline format is used to show the comparison of this degree with Geology Track 1 40.0601.

Program: Education, General

CIP: 13.0101

Offered at: FAU , UF

Track: 1

Prog. Lngth: 120 Cr. Hrs.

LOWER LEVEL COURSES

EDFX005

3

Intro to the Teaching Profession

NOTE: Both the Florida Atlantic University and University of Florida degree program within this are do not lead to education certification.

FOR ALL MAJORS: Students are strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program. Students should consult with an academic advisor in their major degree area.

FOR EDUCATION MAJORS: General education courses will be determined by the college or university where the student currently is earning the Associate in Arts or baccalaureate degree, and will be published in the institution's existing catalog and delineated in the Statewide Course Numbering System.

**Articulation Coordinating Committee
May 23, 2018**

APPENDIX B

**Articulation Coordinating Committee
May 23, 2018**

APPENDIX C



Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Ben Gibson
Tom Grady
Michael Olenick
Joe York

MEMORANDUM

TO: School District Superintendents

FROM: Hershel Lyons

DATE: March 30, 2018

SUBJECT: Transcript Transfers Using the FASTER System

Contact Information: Todd Clark 850-245-0427 articulation@fldoe.org DPS: 2018-39

The purpose of this memorandum is to request your assistance in ensuring that student transcript sharing between your school district and Florida colleges and universities and other school districts is accomplished using Florida Automated System for Transferring Educational Records (FASTER).

The Articulation Coordinating Committee (ACC) has authority, as granted in Rule 6A-10.024, F.A.C., "Articulation Between and Among Universities, Florida Colleges, and School Districts," to establish the standard format for the electronic exchange of student transcripts and educational records. The attached ACC policy document provides additional background information and context for this policy.

For more information on FASTER, including access to the online user manual, please visit <http://www.floridastudentfinancialaid.org/FASTER/>.

For any questions about this policy, please contact Mr. Todd Clark, director of articulation, at articulation@fldoe.org.

HL/tch

Attachment

HERSHEL LYONS
CHANCELLOR OF PUBLIC SCHOOLS

Articulation Coordinating Committee Policy Regarding the Transfer of Educational Records in Florida

Background

Rule 6A-10.024, FAC "Articulation Between and Among Universities, Florida Colleges, and School Districts" states in section (12): "The Department and all public universities, Florida College System institutions, and school districts shall maintain the electronic exchange of student transcripts and associated educational records, including acquisition of and access to test scores of students in the standard format established by the ACC."

The electronic mechanism for exchange of transcripts, called the Florida Automated System for Transferring Educational Records (FASTER), has been in place since the 1988-89 academic year. Initially, usage was limited as districts, community/state colleges and universities modified their local student records systems to interface with FASTER. Only 28,000 transcripts were exchanged during that first year. Now, over 1 million electronic transcripts are exchanged annually.

At about the same time that Florida's FASTER system was going into production, Florida joined with other states to begin developing a national student record transfer system which has come to be known as SPEEDE/EXPRESS.

FASTER and SPEEDE/EXPRESS work in coordination to provide transcript services for all Florida students processing student records as efficiently and securely as possible at minimal or zero cost to state institutions. As a transfer mechanism, FASTER also provides a print capability for schools, but does not provide pdfs or data directly to students.

Current Status

At this time, FASTER is the transfer mechanism for immunization records between districts. The FASTER team and the Department of Health have discussed utilizing FASTER as the transfer mechanism for immunization records between the State Health Online Tracking System (SHOTS) and the districts (Section 1003.22(4), Florida Statutes).

The Florida Department of Education and all public universities, community/state colleges, and school districts are required to maintain the electronic exchange of student transcripts and associated educational records, including test scores of students in the standard format established by the Articulation Coordinating Committee (ACC). FASTER and SPEEDE/EXPRESS participating institutions include:

- 12 Public Universities and (of 12)
- 28 Florida college system (of 28)
- 67 School Districts (of 67 regular)

Issues

- FASTER transmissions:
 - FASTER is the required facility for the submission of Bright Futures and Talented Twenty transcripts, therefore all secondary schools have the capability to send transcripts using FASTER.
 - District to district – most, but not all, districts use FASTER to send transcripts to other districts.
 - District to postsecondary and postsecondary to postsecondary – most districts and postsecondary institutions use FASTER to send transcripts, however many schools are using private transcript companies instead of FASTER to send transcripts.
- Cost: In the past few years, FASTER staff noticed an increased usage of private transcript companies. The majority of these companies charge students to provide electronic images of printed Florida high school or college/university transcripts to other districts and postsecondary institutions within the state although this same service is offered to students free of charge through FASTER and SPEEDE/ExPRESS.
- Administrative Costs: The high schools and postsecondary institutions not using FASTER to send data create additional costs to the receiving institution associated with manually entering the transcript data into their database.
 - For example, one Florida university received 7,000 PDF transcripts rather than FASTER transcripts from colleges and secondary schools that cannot be processed by the university's automation. For that university, almost 19% of the non-FASTER transcripts had to be manually processed, while 37,000 FASTER transcripts could be directly entered into their data systems. In addition to creating additional costs, manually entering the transcript data slows the admissions process for students.
- Accuracy: The electronic image (PDF) transcripts are not subjected to data validation prior to being forwarded to the high schools and postsecondary institutions. There is also the potential for transcription errors when the data is manually entered into the receiving institutions' data systems.

ACC Policy

It is the policy of the Articulation Coordinating Committee that all student transcripts exchanged between Florida public schools, state colleges, and state universities, and the Florida Department of Education be accomplished via FASTER using the FASTER formats and the FASTER transmission system. This policy is not intended to prohibit or restrict school districts or state colleges and universities from using other methods to provided hard-copy versions or PDF versions of student transcripts for students to use when applying for employment or as needed for postsecondary institutions that do not participate in FASTER.

Adopted by the ACC at their meeting on Wednesday, February 28, 2018.