



Michigan Transfer Network

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MACRAO

Michigan Transfer Network

Presenters:

Paul Schmidt, Monroe County Community College

Kristin Schuette, Michigan State University

Mark Ulseth, Henry Ford Community College



AACRAO

A CENTURY OF EXCELLENCE IN HIGHER EDUCATION

■ Admissions ■ Registration ■ Enrollment Services

The Michigan Transfer Network

2008 Ockerman Award Winner

Session ID: 218

March 27, 2008



What is the MTN?

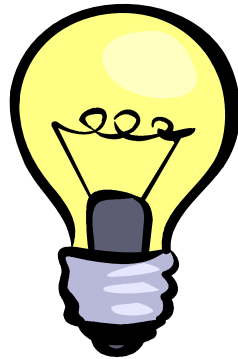
Michigan Transfer Network

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



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?



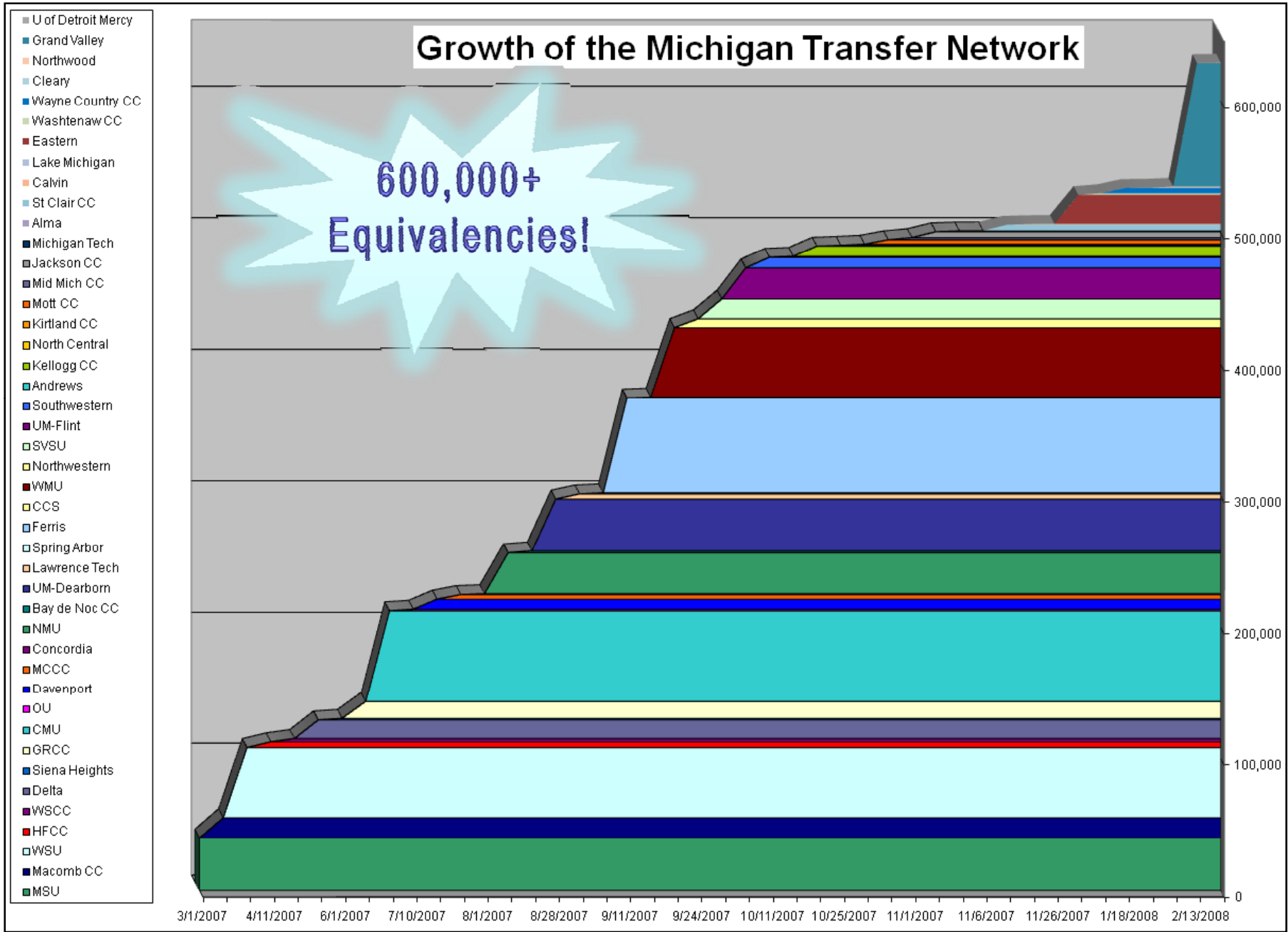
As of March 1st:

- 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!



- U of Detroit Mercy
- Grand Valley
- Northwood
- Cleary
- Wayne County CC
- Washtenaw CC
- Eastern
- Lake Michigan
- Calvin
- St Clair CC
- Alma
- Michigan Tech
- Jackson CC
- Mid Mich CC
- Mott CC
- Kirtland CC
- North Central
- Kellogg CC
- Andrews
- Southwestern
- UM-Flint
- SVSU
- Northwestern
- WMU
- CCS
- Ferris
- Spring Arbor
- Lawrence Tech
- UM-Dearborn
- Bay de Noc CC
- NMU
- Concordia
- MCCC
- Davenport
- OU
- CMU
- GRCC
- Siena Heights
- Delta
- WSCC
- HFCC
- WSU
- Macomb CC
- MSU



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.

Update the information below as needed. Click the update button when finished.
Note: Fields marked with an asterisk (*) cannot be edited.
[Need help with this page?](#)
[View the Public page for this institution](#)

Institution Name*: Michigan State University
Institution Code*: 171100
Active: True


Institution Information

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

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

Note: the Institution Colors *must* be in hexadecimal code format.
It is **your** responsibility to ensure that the color codes entered above result in pages that are visibly pleasing to you. If colors are not entered, the system default colors of a gray (#808080) background, gray (#808080) border, and gray (#808080) font will be used.
[W3 Schools HTML Colors](#)

Institution Image

Current Image: 

Upload New Image:

Note: the Institution Image *must* be in gif or jpg format and no more than 10KB.
It is **your** responsibility to ensure that the image fits nicely in the space provided.
The maximum height is 50 pixels and the maximum width is 250 pixels.
If no image is uploaded, the system will simply not display an image for the institution.
If a current image exists, uploading a new image will replace the 'old' image.
To delete an existing image, put a dash (-) in the field above and click the 'Update Image' button.



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Michigan State University

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](#).

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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	Subject	Course	Transferring Institution
<input style="width: 100%;" type="text" value="Michigan State University"/>	<input style="width: 100%;" type="text" value="ADV"/>	<input style="width: 100%;" type="text" value="205"/>	<input style="width: 100%;" type="text" value="All Institutions"/>
<input type="button" value="Search"/>			<ul style="list-style-type: none">All InstitutionsAquinas CollegeDelta CollegeFerris State UniversityJackson Community CollegeLansing Community CollegeLawrence Technological UniversityMacomb Community CollegeNorthwestern Michigan CollegeNorthwood University

So.

“How does it work?” Let’s see a demo



MichiganTransferNetwork.org

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:

The screenshot shows the Michigan Transfer Network website. At the top, there is a dark blue header with the Michigan Transfer Network logo and name. Below this is a green navigation bar with links: Search by Receiving (To) Institution | Search by Transferring (From) Institution, Participating Institutions | Help & FAQs | Other Information | Admin Menu. The main content area is titled "Search by Receiving Institution" and includes instructions: "To find equivalencies by the institution *to* which you wish to transfer credit, select the institution, subject area, and course below." Below the instructions are four dropdown menus: "Receiving Institution" (Michigan State University), "Subject" (ACC), "Course" (201), and "Transferring Institution" (All Institutions). A "Search" button is located below the dropdowns. At the bottom of the page, a dark blue footer contains the text: "The Michigan Transfer Network is sponsored by MACRAO and is hosted by Michigan State University."

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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	Subject	Course	Transferring Institution
Michigan State University	ACC	201	All Institutions



Search

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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.

Credit accepted by... Michigan State University 						from... Mid Michigan Community College		
Subject	Course	Course Title	Credits	General Credit	Waived Credits	Subject	Course	Credits
ACC	201	Principles of Financial Acct	3.00	1.00	0.00	ACC	201	4.00
Credit accepted by... Michigan State University 						from... Monroe County Community College		
Subject	Course	Course Title	Credits	General Credit	Waived Credits	Subject	Course	Credits
ACC	201	Principles of Financial Acct	3.00	5.00	0.00	ACCTG ACCTG	101 102	
Comments: 08; SAME AS ACCT 151								
ACC	201	Principles of Financial Acct	3.00	1.00	0.00	ACCTG	151	4.00
Comments: 08; ACCT 101 & 102								



Example Search 2

Student wants to know how a course they have taken at Monroe CCC will transfer to MSU:

The screenshot shows the Michigan Transfer Network website. At the top, there is a logo of Michigan with a globe and the text "Michigan Transfer Network". Below the logo, there are navigation links: "Search by Receiving (To) Institution", "Search by Transferring (From) Institution", "Participating Institutions", "Help & FAQs", "Other Information", and "Admin Menu". The main content area is titled "Search by Transferring Institution" and includes instructions: "To find equivalencies by the institution *from* which you wish to transfer credit, select the institution, subject area, and course below." Below the instructions are four dropdown menus: "Transferring Institution" (Monroe County Community College), "Subject" (BIOL), "Course" (157), and "Receiving Institution" (Michigan State University). A "Search" button is located below the dropdown menus. At the bottom of the page, there is a footer: "The Michigan Transfer Network is sponsored by MACRAO and is hosted by Michigan State University."

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Search by Transferring Institution

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


Transferring Institution	Subject	Course	Receiving Institution
Monroe County Community College	BIOL	157	Michigan State University

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Output for Students 2



Even though searching by Monroe CCC, all data is information from the “receiving” institution(s).

Credit from... Monroe County Community College			that will transfer to... Michigan State University 					
Subject	Course	Credits	Subject	Course	Course Title	Credits	General Credit	Waived Credits
BIOL	157	4.00	PSL	GCU	General Credit-Undergraduate	0.00	4.00	0.00
Comments: For new transfer students only: This course may apply toward the Integrative Studies in Biological Sciences requirement. Credit must be earned prior to matriculation at MSU. Please consult with your Academic Adviser.								
BIOL BIOL	157 158		PSL	250	Introductory Physiology	4.00	4.00	0.00
Comments: This course may apply toward the Integrative Studies in Biological Sciences requirement for selected majors under the Approved Alternative Track. Please consult with your Academic Adviser. WAIVE ANT 316 (3)								

Participating Schools List



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

- 25 Community Colleges
- 14 Public Four-Year Colleges
- 16 Private Four-Year Colleges

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.monroecc.edu>

Admissions Web Site: <http://www.monroecc.edu/studentservices/futurestudents.aspx>

Transfer Web Site: <http://www.monroecc.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



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Thank You!

