Faculty Discussion on Best Practices in Course Equivalencies:
How to Engage Students in the Process

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General principles for recognition

- Universities are obliged to consider recognition of all types of university studies. The more info the better!

- Lund:

  - 300 outgoing exchange students in engineering, architecture and industrial design

  - Students are forced to make a study plan were 100% can be recognizes before they get a final OK to go

  - We know that students change plans after arrival abroad

  - Program director/administrator make decision, not the department or individual professors

LUNDS
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5 year Engineering programme

**BSc part
≈ 20 modules
Few electives**

**MSc part
2 years
120 ECTS**

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What we look for

- BSc

  - Equivalency: Credits +/- 40%, level, content, learning outcomes.

- MSc

1. Specialization: "If the course were offered in Lund, would it have been included in the student's specialization?"

2. Technical elective: "Is it relevant for the field?"

3. Free elective: "Are there overlaps?"

4. Degree project: "Does it comply with <u>all</u> our own rules?"

Michigan CoE Transfer Credit Process

- Students (must) (should) have courses evaluated before studying abroad

- Students responsible for gathering information

- Students submit materials via online Transfer Credit Approval Form (TCAF)

- CoE staff sends request to appropriate engineering program advisor (for technical courses)

- Program advisor evaluates and/or passes request to cognizant faculty

- Evaluation results transmitted back to student

CoE Transfer Credit Principles

- Faculty own the curriculum -> faculty responsible for course equivalency

- Faculty decide what information is needed for evaluation

- CoE evaluates / administers non-engineering courses
  - Science, math, intellectual breadth

- IPE evaluates courses being considered for the CoE International Minor

- Online database of course equivalencies available to all
  - http://apps.engin.umich.edu/equivalencies/

- Approved courses have 6 year validity

Is there enough information to make an informed decision based on

A. Course descriptions (YES, NO, MAYBE)

B. Course syllabi (YES, NO, MAYBE)

C. Course exams (YES, NO, MAYBE)

D. Course website (YES, NO, MAYBE)

- Are the courses equivalent?
  (YES, NO, MAYBE)

Is there enough information to make an informed decision based on

A. Course descriptions (YES, NO, MAYBE)

  – Voting results: Yes: 1, Maybe: 8, No: 23

Is there enough information to make an informed decision based on

A.

B. Course syllabi (YES, NO, MAYBE)

- Voting results: Yes: 20, Maybe: 7, No: 5

Is there enough information to make an informed decision based on

A.

B.

C. Course exams (YES, NO, MAYBE)

Voting results: Yes: 25, Maybe: 7

Is there enough information to make an informed decision based on

A. Course descriptions (YES, NO, MAYBE)

B. Course syllabi (YES, NO, MAYBE)

C. Course exams (YES, NO, MAYBE)

D. Course website (YES, NO, MAYBE)

- Are the courses equivalent? (YES, NO, MAYBE)

Is there enough information to make an informed decision based on

A.

B.

C.

D. Course website (YES, NO, MAYBE)

Voting results: Yes from all

Round Table Discussion
and
Report Out

- Recommendations / Strategies for students and program advisors to navigate course equivalency

- Strategies / best practices for facilitating course equivalencies amongst Global E3 schools

Round Table Discussion
and
Report Out

- Course descriptions in English using ABET 2 page format for all institutions in Global E3

- Replace the term "equivalency" with "credit transfer" or "transferability"

- Put trust in (Global E3) relationships

- Make use of existing systems within Global E3 and amongst 'trusted' partners

- Consistency of information/formats/documentation

Round Table Discussion
and
Report Out

- Have syllabi available online. Further, have Global E3 syllabi repository for member schools

- Standardize info on syllabi
  - Topics/learning outcomes
  - Textbooks, # of credits
  - Pre-requisites
  - Notes: Could be password protected; needs someone to maintain it

- Internal Global E3 database of member institutions' approvals of each others courses