
ILLINOIS ARTICULATION INITIATIVE

To Facilitate Interinstitutional Transfer



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Memo

To: IAI Participating Institutions

From: Malinda Aiello, State Director of the Illinois Articulation Initiative

cc: Melvin Harrison (ICCB), Krista Jackson (IAI), and Amy Spies (IBHE)

Date: July 28, 2020

Re: IAI Ongoing Review Course Audit 2020 – Phase 1

The Ongoing Course Review Process provides the means for the reapproval of courses to ensure they continue to meet the standards put in place by IAI and participating institutions. IAI staff are therefore conducting an audit, which will be done on an annual basis going forward, on all IAI-approved courses that have been called and/or submitted for ongoing review since Fall 2014. As a reminder, all institutions participating as either full-participant or receiving-only are required to comply with the submission of all GECC and major-approved courses called for ongoing review in a timely manner as indicated in the Illinois Articulation Initiative Policies & Procedures manual. (See the manual for more information regarding institutional requirements and the ongoing review process at: <https://ittransfer.org/downloads/Spring2020InstitutionalParticipationPolicy.pdf>)

The Ongoing Review Audit will be conducted in two phases: 1) Phase 1 will cover all courses that have been called for ongoing review but have not yet been submitted by the institution, and 2) Phase 2 will cover all called ongoing review courses that have been submitted by the institution but were not approved (e.g., needs more information, returned) by the GECC and/or Major panel(s) therefore additional action must be taken. IAI staff will be sending Phase 2 memos out with further information and instructions in the next two to four weeks, by August 28.

Phase 1 of 2020 Ongoing Review Course Audit has identified the following courses that were called by the iManage system between Fall 2014 and Fall 2019 that have not yet been submitted by the institution. Your immediate attention is required to resolve these submission deficiencies.

Required Action by the Institution:

Action to resolve these courses should be taken in the iManage system at: <https://itransfer.org/IAI/iManage/>.

- 1) **Submit all courses listed above to the identified GECC or Major panel(s) no later than March 1, 2021.** (Note that we encourage the submission of these courses for review during the Fall '20 panel season but realize some institutions may need more time due to the COVID-19 pandemic. The fall submission deadline is October 1, 2020.); and/or,
 - **End all courses the institution no longer wants included in the IAI database by May 15, 2021.** Full-participants must always maintain a complete GECC package, whereas receiving-only institutions may end IAI courses if desired. Please contact the IAI Coordinator for assistance with ending courses in the IAI database.

Courses that are not submitted or ended by the indicated dates above will result in IAI staff administratively ending all the institution's outstanding ongoing review courses in the IAI database with an effective date of 08/15/2021.

Thank you for your prompt attention and action on these course(s). If you have questions about the audit finding(s), the process for submitting courses in the iManage system, or any other IAI questions, please feel free to contact Krista Jackson, IAI Coordinator, at itransfer@itransfer.org or by calling 309-438-8640.