

secondary teachers, employers, and others.

3. Each panel will select from among its members a co-chair representing the baccalaureate sector and a co-chair representing the two year sector.
4. With approval of IBHE and ICCB staff, panels may modify the panel composition to address discipline-specific needs.

Participation

1. Panel appointments will be made by the IBHE and ICCB staff, keeping in mind both institutional demographics (e.g. two-year/four-year institution; public or private institution, etc.), as well as individual expertise in the panel discipline.
2. If a panel member misses more than 2 consecutive meetings, he or she may be removed. Attendance consists of in-person or via virtual participation. Voting does not constitute attendance.
3. If a panel vacancy should occur before the member's term has expired, via removal, resignation, or otherwise, IBHE and ICCB staff will appoint a new member.

Terms

1. Individual membership on a panel will be for a term of three (3) years.
2. Panel co-chairs will serve a term of three (3) years.
 - a. Should a co-chair step down, he/she will continue to serve as a panel member until the individual term expires.
3. Panel members and co-chairs may serve multiple terms at the discretion of the IBHE and ICCB.

Panel Voting

1. Panel members are required to vote.
2. Panel members vote in two ways, through the iManage system prior to the panel meeting and through a voice vote during a panel meeting.
3. Failure to participate in panel activities (including, but not limited to voting) may result in removal from the panel.
4. Panel managers reserve the right to cancel or reschedule panel meetings based upon limited panel member participation.

[Back to Top](#)

Participation in IAI

Requirements to Participate

1. Participating institutions must hold regional accreditation from an accrediting authority recognized by the U.S. Department of Education or the Council on Higher Education Accreditation.
2. Participating institutions must have authority to offer either transfer-oriented associate degree(s) or baccalaureate degree(s) in Illinois.
3. Participating institutions must agree with the ["IBHE Policies on Undergraduate Education, adopted September 1990, Transfer and Articulation, amended September 1994 and May 1997"](#) and Item #7 of the IAI Revisions adopted by the

IBHE in April 2006 (see April 4, 2006 Board Agenda Item #11).

4. Sending institutions must maintain a complete GECC package.

Requests to Participate

1. To record a desire to participate, eligible institutions must submit a Statement of Intent to itransfer@itransfer.org
2. Institutions may choose to participate as a receiving institution only or as a full participant.
3. Receiving Only: Institutions choosing to participate on a receiving only basis agree to accept as meeting all lower-division general education requirements of the institution a completed GECC package from any other participating institution. Institutional references to IAI must include a receiving-only disclaimer.
4. Full Participation: Institutions choosing to participate as a fully-participating institution must seek approval for and maintain a complete GECC package and agree to accept as meeting all lower-division general education requirements of the institution a completed GECC package from any other participating institution. Receiving institutions will allow transfer students with a partially-completed GECC package the option of completing the GECC after transfer under the conditions outline in [Item #7 of the IAI revisions adopted by the IBHE in April of 2006](#).

Participation in the General Education Core Curriculum

1. *Sending Institutions*: Institutions must offer the entire GECC package to be designated as sending institutions.
 - a. All sending institutions are eligible for participation in the GECC Panels.
 - b. Participating institutions must identify an IAI Institutional Contact Person to serve as the conduit for information between the institution and the coordinating boards and IAI panels on issues related to IAI.

General Education Core Curriculum Completion Post-Matriculation

1. Under the following circumstances, institutions will offer transfer students the option of satisfying lower-division general education requirements by completing a GECC curriculum while enrolled in the receiving institution.
 - a. When the transfer student has completed a statewide articulated associate degree such as the AFA, AES, AAT; or
 - b. When the transfer student has been granted 30 semester hours of transfer credit by the receiving institution without having completed the GECC. (Although not specified, the nature of lower-division curricula indicates that 30 semester hours of transfer credit from an IAI institution will likely incorporate GECC credits.)

Course Submission & Approval

1. Each participating institution will develop an institutional review process for IAI courses. Course materials (at minimum a syllabus) must be reviewed and approved prior to submission to the panel. This process may be stand-alone or may incorporate existing curriculum development processes.
2. Once a course has been approved through the institutional review process, the

- appropriate submission forms and course materials are submitted through the iManage system
3. Deadlines to submit a course are March 1 for Spring panel consideration and October 1 for Fall panel consideration.
 4. Panel members will review and vote on submissions based on a set schedule.
 5. Courses approved in this schedule will be posted to the iTransfer.org database and listed on the website as soon as possible.
 6. Courses that are not approved can be resubmitted by the institution after consultation with the IBHE or ICCB staff.

Participation in the Major Panels

1. Institutions must participate in the GECC in order to be eligible for participation in the Major Panels.
2. Institutions must have degree-granting authority for programs in the major discipline in order to be eligible for participation in the Major Panels.

Information for Inclusion in Institutional Catalog (in all formats)

1. The following information regarding IAI must be included in institutional catalogs:
 - a. Statement of participation in the Illinois Articulation Initiative and effective date for the General Education Core Curriculum;
 - b. Statement on acceptance of IAI General Education Core Curriculum and application to institution's general education lower division requirements and mission related requirements;
 - c. IAI General Education Core Curriculum requirements with IAI course numbers;
 - d. Institution's IAI approved courses with corresponding IAI course numbers;
 - e. IAI World Wide Web address: via the Illinois Transfer Portal at www.iTransfer.org
 - f. Institution's policy statements on the following:
 - o Acceptable grades in IAI General Education Core Curriculum courses;
 - o Acceptance of IAI General Education Core Curriculum courses when the Core has not been Completed prior to transfer;
 - o Acceptance of course with partial semester hour credit for fulfillment of General Education Core requirements;
 - o Recognition of credit from non-IAI participating institutions if transfer credit has fulfilled IAI General Education Core Curriculum requirements for the institution verifying the IAI General Education Core Curriculum on the transcript;
 - o Recognition of proficiency and CLEP credits towards IAI General Education Core Curriculum;

[Back to Top](#)