

Highline College Transfer Degrees agreements, guidelines, and processes

Highline College transfer degrees (Associate of Arts, Associate of Business, Associate of Elementary Education, Associate of Pre-Nursing, and Associate of Science) are aligned to the Inter College Relations Committee (ICRC) of the Washington Council for High School-College Relations. Highline College maintains the transfer degrees according to the [ICRC framework](#). In Washington State, the transfer degrees are for Major Related Programs (MRP) which articulate as a [Direct Transfer Agreement](#) (DTA) between all of the public Baccalaureate institutions (four year universities) along with most of the private Baccalaureate institutions in Washington State. When there are changes made at the state level, the Articulation Transfer Council (ATC), whose members are the transfer deans from across Washington State, help facilitate the changes on their campus. At Highline College, the Dean of Instruction for Transfer and Pre-College takes these changes back to the appropriate instruction constituents (Instruction Cabinet, Instruction Council and Faculty Senate) on Highline College's campus; there, faculty work closely with the Division Chairs and Dean of Instruction to demonstrate a coherent sequencing of courses towards the transfer degree. Degree requirements and programs are clearly defined and widely published in the [college catalog](#).

At the same, time, Highline College professional technical degrees, the Associate of Applied Science and Associate of Applied Science-T are aligned with the requirements of the Washington State Board for Community and Technical Colleges (SBCTC) and follow the [Program Approval Review](#) (PAR) as determined by the SBCTC. This process includes review and approval by the programs' advisory committees. The advisory committee is an external group with appropriate technical skills relevant to the particular profession. The advisory committee includes representation of employers, employees, and organized labor. Advisory committees meet a minimum of twice annually to review curriculum assuring sequencing of courses, coherent design, relevance to the industry, and appropriate breadth and depth. The Dean of Instruction for Professional Technical Education works closely with the Division Chairs and content faculty throughout the PAR process and communicates with instruction constituents in Instruction Cabinet, Instruction Council, and Faculty Senate. Degree requirements and programs are clearly defined and widely published in the college catalog.