

October 1, 2014 (revised)

Kent Ono, Co-chair, Professor, Department of Communication
Teri Clawson, Co-chair, Associate Director, Admissions
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Carolyn Bliss, Professor, Undergraduate Studies
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Kevin Perry, Associate Professor, Mines and Earth Sciences
Terese Pratt, Academic Program Manager, University College
Mark St. Andre, Assistant Dean, Undergraduate Studies
Jason Taylor, Assistant Professor, Educational Leadership and Policy
Brenda Valles, Director of Research and Assessment, Equity and Diversity
TBD Process Expert
TBD Student Experts

Dear Colleagues,

Thank you for your willingness to serve on a working group related to understanding and improving the process of transferring to the University of Utah from other higher education institutions. The general goals of the working group are to enhance the success of our transfer students and to improve our institutional practices in serving transfer students. The effort will include an analysis of current practices in recruiting, admitting, articulating credit, orienting, enrolling, and serving transfer students to degree completion, as well as developing recommendations for how we might improve our processes to better serve and support this important student population.

Professor Kent Ono and Associate Director Teri Clawson have graciously agreed to co-chair this important working group. Kaye Clark, assistant to Associate VP Mary Parker, will provide staff support for the working group. Your efforts, as part of the transfer team, will connect to the Comprehensive Task Force on Enhancing Retention and Graduation Rate (co-chaired by Associate VPs Martha Bradley Evans and Mary Parker). As you may know, the Comprehensive Task Force has been at work for about nine months, with an intense, campus-wide focus on promoting student success. The Task Force has developed preliminary recommendations for enhancing student success, and many actions are now in progress. A specific focus on the transfer process and the needs of our transfer students was one of the recommendations arising from the Comprehensive Task Force.

Thank you for your willingness to serve. I look forward to joining your initial team meeting to discuss the charge with you, and to assist with any questions that you may have.

Best Wishes,



Ruth V. Watkins, Ph.D.
Senior Vice President for Academic Affairs

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