



NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 715
HIGHER EDUCATION COORDINATING COMMISSION

FILED

10/22/2025 1:55 PM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Adjusting Processes Used by Transfer Council for Amending Major Transfer Maps

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 11/25/2025 5:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

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Filed By:
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HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 11/18/2025

TIME: 12:00 PM - 12:30 PM

OFFICER: Guthrie Stafford

REMOTE HEARING DETAILS

MEETING URL: [Click here to join the meeting](#)

PHONE NUMBER: 1-503-446-4951

SPECIAL INSTRUCTIONS:

Conference ID Code: 735343553#

NEED FOR THE RULE(S)

Amendments are needed to clarify the process for correcting errors and modifying adopted CAPs under OAR 715-025-0055. Current rules lack explicit pathways for handling minor corrections versus substantive curriculum changes. These amendments improve efficiency by allowing HECC staff and the Transfer Council to approve typographical errors and non-substantive modifications without returning to the Commission or convening a subject matter faculty subcommittee, while maintaining faculty and Commission oversight of substantive changes. This distinction ensures timely updates while preserving fidelity to statutory requirements in ORS 350.404.

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

None.

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

These amendments are expected to have a positive impact on racial equity. By streamlining correction of clerical and non-substantive errors, institutions can provide clearer, more accurate transfer pathways without delay. This reduces administrative barriers that can disproportionately impact racially minoritized and underrepresented students who,

national transfer research shows, are more likely to experience credit loss during transfer. Substantive changes remain subject to faculty and Commission oversight to ensure statewide consistency and equity in CAP implementation.

FISCAL AND ECONOMIC IMPACT:

The amendments are expected to have no fiscal impact, as they primarily clarify existing processes.

They may have a minor positive economic impact for students by reducing transfer delays and avoiding credit loss, which can reduce time-to-degree and associated costs. Institutions will benefit from clearer standards and reduced need for repeated Commission action on minor technical changes.

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

(1) No significant economic impact is anticipated. HECC staff will continue to administer CAP changes within existing resources.

(2)(a) No small businesses are directly subject to these rules.

(b) No reporting, recordkeeping, or administrative costs are expected.

(c) No additional costs of professional services, equipment, supplies, or labor are anticipated. The proposed amendments clarify existing processes and allow for more efficient handling of typographical and non-substantive modifications. Administrative activity will continue to be managed by existing HECC staff and the Transfer Council within current resources.

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

Small businesses were not directly involved in the development of these rules, as the rules apply to Oregon's public community colleges and universities and the Higher Education Coordinating Commission.

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

No. A separate Administrative Rule Advisory Committee was not convened because the Transfer Council statutory serves as the statewide advisory body for the development and implementation of Major Transfer Maps and Common Course Numbering policies and rules. HECC staff also consulted with Transfer Council subcommittees in developing these amendments.

RULES PROPOSED:

715-025-0005, 715-025-0025, 715-025-0030, 715-025-0055

AMEND: 715-025-0005

RULE SUMMARY: This rule provides definitions for Chapter 715, division 025. The amendment adds definitions for "Typographical Error," "Non-Substantive Modification," and "Substantive Modification" to provide clear standards for classifying proposed Curriculum Articulation Policy (CAP) changes.

CHANGES TO RULE:

715-025-0005

DEFINITIONS

(1) Common Course - A course identified as having similar content and competencies, including any course subject

to articulation as an equivalent course, between two or more institutions, or a course proposed by the Transfer Council for which a Common Course Numbering Articulation Policy is intended to be developed.¶¶

(2) Common Course Numbering System - The established system described in ORS 350.423 which uses the same course numbers and subject codes to identify equivalent courses at different institutions.¶¶

(3) Common Course Numbering Articulation Policy (CCNAP) - A policy document establishing the content of each common course, specifying the course title, subject code, course number with universal common course designator determined by the Transfer Council, course description, course learning outcomes, and any other course aspect deemed necessary by the Transfer Council.¶¶

(4) Core Transfer Map (CTM) - A policy document describing a "Foundational Curriculum," compliant with ORS 350.400(2) and (3), that allows a student an opportunity to transfer full academic credit from a community college to any public university listed in ORS 352.002 and which will be counted toward the student's degree requirements at any public university.¶¶

(5) Major Transfer Map Curriculum Articulation Policy (CAP) --A "Unified Statewide Transfer Agreement," as such term is used in ORS 350.404, and policy document establishing the content of a Major Transfer Map, serving as the binding document upon institutions and students governing the treatment of students who transfer pursuant to the document.¶¶

(6) Institution - A community college or public university listed in ORS 352.002.¶¶

(7) Typographical Error-A clerical or formatting mistake in a CAP or CCNAP that does not alter curriculum, articulation, or institutional obligations.¶¶

(8) Non-Substantive Modification - A change to a CAP or CCNAP that does not alter curriculum or affect implementation.¶¶

(9) Substantive Modification means a change to a Curriculum Articulation Policy (CAP) that alters curriculum.

Statutory/Other Authority: ORS 350.395, ORS 350.429

Statutes/Other Implemented: ORS 350.395, ORS 350.429, ORS 350.404, ORS 350.412, ORS 350.423, ORS 350.075, ORS 352.002

AMEND: 715-025-0025

RULE SUMMARY: The rule details the process used by Transfer Council to adopt or modify CAPs. The rule is amended to account for the differentiation between non-substantive and substantive changes, and to proscribe processes for each.

CHANGES TO RULE:

715-025-0025

TRANSFER COUNCIL ACTION

(1) The Transfer Council shall vote to recommend to the Commission the adoption or substantive modification of a CAP. A recommendation of the Council consists of the majority of voting members. Two or more members of the Council disagreeing with a recommendation may submit a minority report to the Commission that contains alternate recommendations.¶

(2) The Transfer Council shall consider any statement of justification received from a subcommittee prior to a vote. The statement of justification shall be submitted to the Commission with the CAP recommendation.¶

(3) If, as provided in OAR 715-025-0030 or OAR 715-025-0035, the Commission returns a CAP or portion of a CAP to the Council, the Council shall have the amount of time specified by the Commission to, by majority vote of the Council, submit a recommendation to the Commission.¶

(4) The Transfer Council shall consider and vote on whether to approve or deny a non-substantive modification to a CAP. Should the council fail to approve a non-substantive modification, the modification may be brought to a vote again at the same or a later Council meeting, unless the Council subsequently votes to classify the modification as substantive, at which point the Council shall follow the process established in OAR 715-025-0055.

Statutory/Other Authority: ORS 350.395, ORS 350.429

Statutes/Other Implemented: ORS 350.395, ORS 350.429, ORS 350.404, ORS 350.412

AMEND: 715-025-0030

RULE SUMMARY: The rule provides for when the Commission may force the Council to act on CAP adoption. The amendment details the processes for declaring a lack of timely progress related to CAP modifications.

CHANGES TO RULE:

715-025-0030

DECLARATION OF LACK OF TIMELY PROGRESS

- (1) The Commission may declare lack of timely progress is being achieved if the Council fails to make a recommendation to the Commission within one year from the date the subcommittee is charged by the Council with the development or modification of the CAP, or should have been charged by the Council pursuant to OAR 715-025-0020, whichever is earlier. The Commission may additionally declare a lack of timely progress if the Council fails to take final action on a non-substantive modification or make a recommendation to the Commission on a substantive modification within one year from the date such modification was referred to the Council for review pursuant to OAR 715-025-055.
- (2) Upon such a declaration, the Executive Director, or the Executive Director's designee, is charged with studying the matter to formulate a draft CAP for the Council. In addition to the work produced by the Transfer Council, the Executive Director, or designee, shall request information and input from chief academic officers from institutions with programs potentially subject to the CAP.
- (3) The Executive Director, or the Executive Director's designee, shall provide a recommendation to the Council not sooner than 90 days from the date the Commission makes such a declaration.
- (4) The Executive Director, or the Executive Director's designee may hire consultants and may consult institutions to assist the Executive Director, or the Executive Director's designee, in developing the final draft of the CAP for the Transfer Council.
- (5) Upon completion of the final draft of the CAP, the Executive Director, or the Executive Director's designee, will return the CAP to the Council for the Council to provide its recommendation to the Commission, as provided in OAR 715-025-0025. The Council must provide its recommendation to the Commission within 90 days following the return of the CAP to the council, or such other time as the Commission may determine in the declaration of lack of timely progress.

Statutory/Other Authority: ORS 350.395, ORS 350.429

Statutes/Other Implemented: ORS 350.395, ORS 350.429, ORS 350.404, ORS 350.412

AMEND: 715-025-0055

RULE SUMMARY: This rule outlines procedures for modifications to Major Transfer Map Curriculum Articulation Policies (CAPs). The rule is amended to establish separate procedures for addressing typographical errors, non-substantive modifications, and substantive modifications. The proposed amendment specifies that typographical errors and non-substantive modifications approved by the Transfer Council do not require Commission re-approval. It also clarifies that substantive modifications require Transfer Council review and Commission consideration.

CHANGES TO RULE:

715-025-0055

MODIFICATION OF MAJOR TRANSFER MAP CURRICULUM ARTICULATION POLICY

- (1) An institution considering any change to a course or curriculum change, including the creation of a new academic program, that impacts or may be impacted by an adopted CAP, shall notify the Transfer Council and Commission of the proposed course or curriculum change prior to the implementation of such change.¶
- (2) ~~If the change proposed as provided in section (1) of this rule is the creation of a new program, the Commission shall determine whether the program is subject to the requirements of an existing CAP.¶~~
- (3) Pursuant to the annual review as provided in OAR 715-025-0050, or upon notification from an institution, all proposed modifications to an adopted CAP, except those necessary solely to correct typographical errors, shall be referred to the Transfer Council for review. ¶
- (3) Upon referral of the proposed modification to an adopted CAP, the Transfer Council shall classify the proposed modification as either a Non-Substantive Modification or a Substantive Modification, as those terms are defined in OAR 715-025-0005.¶
- (a) If the Transfer Council determines the proposed modification is a Non-Substantive Modification, the Transfer Council may approve the modification. Non-Substantive Modifications as provided in seed by the Transfer Council do not require further Commission action.¶
- (1b) ~~¶ If this rule, the Transfer Council shall cannot determine if modification to the CAP is required.¶~~
- (4) ~~The whether the proposed modification is a Substantive Modification or if the Transfer Council determines the proposed modification is a Substantive Modification, the Transfer Council shall appoint a subject-area subcommittee to review the purpose of considering any modifications and making recommendations for modifying the CAP to the Commission. d modification and make a recommendation to the Transfer Council.¶~~
- (4) If the Transfer Council adopts a recommendation for a Substantive Modification, the Transfer Council shall forward the recommendation to the Commission for consideration under OAR 715-025-0035.¶
- (5) If the change proposed as provided in section (1) of this rule is the creation of a new program, the Commission shall determine whether the program is subject to the requirements of an existing CAP.¶
- (5b) Any modifications to a CAP shall be made in accordance to the processes and requirements established in OAR 715-025-0020(2) to (4) and OAR 715-025-0030(2) and (3).¶
- (6) An institution shall not implement any modification to a course or curriculum that would have the effect of causing the institution to be out of compliance with obligations under a CAP unless a modification is approved through the process established in this rule, or the institution receives an exemption as provided in OAR 715-025-0060.¶
- (8) Proposed modifications to correct typographical errors shall be determined by the Commission.

Statutory/Other Authority: ORS 350.395, ORS 350.429

Statutes/Other Implemented: ORS 350.395, ORS 350.429, ORS 350.404, ORS 350.412