



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Academic and Student Affairs Committee

DATE: March 19, 2024

TITLE: Proposed Amendment to Board Policy 3.29 College and University Transcripts (Second Reading)

Action

Review and Discussion

This item is required by policy

PRESENTERS

Satasha Green-Stephens, Senior Vice Chancellor for Academic and Student Affairs

PURPOSE

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed board policy changes and that each board policy is reviewed at least once every five years.

BACKGROUND INFORMATION

The proposed amendment consists of updating the Parts 1 and 2 headings, deleting the word “paper” from those sections, and making several technical edits.

RECOMMENDED ACTION

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the proposed amendment to Policy 3.29.

Date Presented to the ASA Committee: 03/19/24

Date Presented to the Board of Trustees: 03/20/24

Date of Implementation: 03/20/24

PROPOSED CHANGES (SECOND READING DRAFT)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

1 3.29 College and University Transcripts

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3 Part 1. Uniform Official Paper-Transcript (Paper or Electronic)

4 In furtherance of a common system identification, Minnesota State colleges and universities
5 shall use a uniform formats for their official ~~paper~~-transcripts.

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7 Part 2. ~~Paper~~-Transcript Format

8 The chancellor shall establish a procedure for a uniform ~~paper~~-transcript formats for Minnesota
9 State Colleges and Universities.

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11 Part 3. Electronic Transcript (eTranscript)

12 Colleges and universities shall use the eTranscript within the student information system to
13 document previous academic work completed by students transferring between Minnesota
14 State colleges and universities.

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Related Documents:

- [System Procedure 3.29.1](#) College and University Transcripts

Policy History:

Date of Adoption: 01/20/05

Date of Implementation: 07/01/05

Date of Last Review: 03/17/21

Date & Subject of Amendments:

xx/xx/24 – Full review, updated the Parts 1 and 2 headings, deleted the word “paper” from those sections, and making several technical edits.

3/17/21 - Replaced "Integrated Statewide Record System" with "student information system" and made several technical edits.

03/16/16 - Editorial and formatting changes made, deleted unnecessary language authorizing the chancellor to create a procedure.

04/21/10 - Part 3 added to designate the eTranscript within the Integrated Statewide Record System (ISRS) as an official transcript for students transferring within the system.

Additional [HISTORY](#)