

# Alberta Council on Admissions and Transfer

## ACAT Meeting Minutes – February 11, 2009 Rm 4L Commerce Place, Edmonton

**Present:** Ron Woodward (Chair), Larry Hlushak, Anna Kae Todd, Fred Carnew, Catherine Eddy (via phone), Peter Haney, Olive Yonge, Alastair MacKinnon, Stella Shrum, Robin Fisher, Gord Nixon, Ann Tierney, Alice Wainwright-Stewart, Bert Seinen (Executive Director, Campus Alberta Partnerships), Janice Park (ACAT Director), Anne Ryton (ACAT Manager)

**Absent:** Jeff Agnew, Dietmar Kennepohl, Vincent Steinhauer

**Guests:** Ron Bond (Chair, Campus Alberta Quality Council [CAQC]), Marilyn Patton (CAQC), Connie Harrison (Assistant Deputy Minister, Post Secondary Excellence),

**Recorder:** Wendy Pruden (ACAT Administrative Assistant)

### 1. Welcome and Introductions

---

- Ron Woodward, Chair, opened the meeting with round table introductions including new ACAT staff members Janice Park and Wendy Pruden.
- Opening remarks were provided by Connie Harrison, Assistant Deputy Minister, Advanced Education & Technology. She expressed her gratitude for the work of Council in ensuring that ACAT continues to set a benchmark for other provinces. She also mentioned that the Ministry is pleased that ACAT is moving forward with finalizing its new governance model in alignment with the Public Agencies Governance Framework.

### 2. Decision Items:

#### 2a. Update from January 5, 2009 Meeting with Minister Horner – ACAT's Role in Proposed Campus Alberta Administrative Structure

---

- Council discussed the potential role that ACAT could play in a formal Campus Alberta administrative structure in the context of its key functions in the advanced learning system:
  - a. Providing advice on admission and transfer issues.
  - b. Providing leadership to the ongoing operations of the Alberta Transfer System.
- Council strongly believes that ACAT needs to maintain its unique functions within the broader Campus Alberta vision, reporting to the Minister of Advanced Education and Technology and maintaining its own suite of services.
- ACAT is broader than the six-sector model as membership encompasses First Nations, Métis, and Inuit institutions, private institutions, and out-of-province institutions as well as connections with the K-12 system and other government ministries including Alberta Employment and Immigration. As the Campus Alberta administrative structure evolves, ACAT would collaborate with the other entities within the formal Campus Alberta structure to ensure that high quality services regarding admissions and transfer are provided.

**MOTION:** moved by Anna Kae Todd and seconded by Fred Carnew that:  
ACAT's governance structure continues to exist outside of the Campus Alberta administrative structure and that ACAT continues to provide leadership to the admissions, transfer and other operations through the secretariat support provided by the ministry.

**MOTION CARRIED – Unanimously**

## **2b. ACAT Governance Model**

---

- In the fall of 2008, ACAT solicited feedback on the proposed governance model from the six nominating bodies and received responses from five. Responses received were generally supportive of the model's direction.

### Membership structure:

Council requested clarification regarding the membership structure. The model does propose to increase the number of public members.

**MOTION:** moved by Gord Nixon, seconded by Larry Hlushak that:  
Given that ACAT has recommended that its independent and unique role will continue, ACAT recommends that the proposed governance model be accepted by the Minister of Advanced Education and Technology. This model is designed to ensure ACAT is able to enhance its unique role as a leader in the advancement of the Campus Alberta Vision in the province.

### Discussion:

ACAT's university sector representatives as well as the student representative from the Council of Alberta University Students (CAUS) voted against approval of this model at this time and mentioned the following considerations:

- The potential impact that the Campus Alberta administrative structure could have on the future mandate and role of ACAT.
- As Alberta Universities Association (AUA) did not provide a formal response in time for the Council's February 11, 2009 discussions, the university representatives felt that they could not vote positively for the motion without the opportunity to further consult with AUA.

**MOTION CARRIED**

The May Council meeting will include a discussion of the recruitment process and practices to facilitate implementation of the new model.

### Next steps – Development of recruitment model:

- Any upcoming vacancies will be filled according to the current membership model pending the Minister's approval of the new model.
- ACAT Secretariat will clarify any upcoming members whose terms are due to expire.

## **2c. Enhancing Articulation Pilot Options**

---

- Articulation committee proposals were discussed.

**MOTION:** moved by Olive Yonge, seconded by Robin Fisher that:  
- Four additional articulation committees be developed as pilot projects over the next fiscal year in the targeted areas of Aboriginal Education, English, Business and Child and Youth Care.

*(Motion cont'd)*

- *Committee membership will include faculty representatives from each post-secondary institution that offers programs in the particular area as well as representatives from other stakeholder groups (i.e. K-12 system).*
- *As Committee participation requires a significant commitment of resources, Council would recommend that the Ministry consider opportunities to provide financial support or incentives to participating post-secondary institutions.*
- *And, should this be approved, ACAT will develop a proposal regarding how institutions could be given some financial support for their participation.*

***MOTION CARRIED – Unanimously***

### **3. Guest Discussion**

---

Guests Ron Bond [Chair, Campus Alberta Quality Council (CAQC)] & Marilyn Patton, Director, CAQC Secretariat

CAQC Chair, Ron Bond, provided an overview of the Quality Council, described highlights of current initiatives and mentioned areas of opportunity for ACAT and CAQC to continue working collaboratively in the future.

#### **4a. BC Institution Policy – Subcommittee Recommendations**

---

- BCCAT has approved their policy regarding inclusion of Alberta institutions in the BC Transfer system. At this time, the BC policy applies only to Alberta post-secondary institutions because (a) it is likely that the transfer of students between the two provinces is high because of geographical proximity, and (b) this policy builds upon the transfer relationship established between the two provinces in the BC/Alberta Transfer System Protocol. Implementation expected in September 2009 or when ACAT implements a reciprocal policy.
- A draft reciprocal policy that was developed in Alberta by a Council Subcommittee was reviewed, discussed and changes were noted.

***MOTION:*** *moved by Peter Haney, seconded by Robin Fisher, that the draft policy be approved for sharing with member institutions by mid-April.*

***MOTION CARRIED – Unanimously***

#### **5a. Learner Progressions Research Project Advisory Committee**

---

- ACAT has identified the need for further focus on developing and enhancing progression opportunities, such as block transfer and 2+2, for learners so that they can more easily ladder their education and careers. The project will involve the summary of existing research, presentation of case studies, identification of barriers and provision of best practices. Funding has been identified, terms of reference developed, and approval is required.
- Need to create a Stakeholder Advisory Committee: to review outcomes and advise how it is proceeding. Recommended membership to include:
  - o one or more ACAT Council member(s)
  - o Registrar or Assistant Registrar
  - o Alberta Universities Association member
  - o two College/technical Institute representatives

- o two University representatives
  - o one Independent Academic Institution representative
  - o one aboriginal institution representative
- Council members were asked to suggest names of committee members by March 7, 2009. The ACAT Secretariat will explore the research ethics and FOIPP considerations of this project within the Ministry.

#### **5b. ACAT System Redesign Project – TAARS 3.0.**

---

- The Business Case and Executive Summary were reviewed. The project is currently in the Ministry approval process.

#### **5c. ACAT Work Plan 2008 - 09**

---

- Work plan was discussed and Council expressed appreciation in having this document at the meetings so that they are aware of staff workload.

#### **5d. ACAT Draft Work Plan 2009-10**

---

- Reviewed and discussed work plan for upcoming year. This plan is linked to the ministry business plan.
- It is essential to include input from Alberta Education (the K-12 system) regarding #3 Admissions to Post-Secondary Institutions.

#### **5e. ACAT Principles, Policies, and Procedures**

---

- As a result of the October, 2008 Council meeting, this document has been revised to include adjustments to terminology as well as changes to reflect ACAT's proposed changes to its membership structure.
- ACAT mediator function was discussed.

**MOTION:** *Moved by Ann Tierney seconded by Robin Fisher to remove D. Procedures #6 in the ACAT Policies, Principles, and Procedures document.*

Discussion:

More research was required on the history and implications of this policy, and ACAT needs to ensure that learners have an opportunity to appeal transfer decisions.

**MOTION:** *moved by Olive Young and seconded by Larry Hlushak that this matter be TABLED at the May 2009 Council Meeting.*

**MOTION CARRIED – Unanimously**

#### **5f. PCCAT Research Subcommittee**

---

- At the June 8, 2008 Pan Canadian Consortium on Admissions and Transfer meeting, a key initiative emerged to establish a research subcommittee. Minister Horner agrees that this is an important initiative and departmental funding of \$15,000 is available to support the participation of an Alberta university.

- U of A has been approached to be the participating institution representing Alberta. Council agrees with this selection.

#### **6a. Secretariat Updates**

---

Written updates were provided on the following topics, and ACAT members had the opportunity to discuss any specific issues.

- Taylor University College and Seminary
- Graduate Outcomes Transfer Report
- Communications Plan
- Transfer Patterns 2008
- Articulation Committees.
- Upcoming/recent conferences and meetings
  - o Canadian Perspectives on The Bologna Process at U of A was discussed. Council asked for a report at the May 2009 Council meeting.
  - o PCCAT meeting June 22-24, 2009 in Fredericton, NB – registration is online right now.
- Public Agencies Governance Framework, Provincial Implementation

#### **7. Set Meeting Dates for 2009**

---

- The next Council meeting will be May 4, 2009, location to be determined. SAIT or Concordia may be able to host and will get back to the ACAT Secretariat to confirm.
- October 2009 – date and location to be determined.

#### **Other Business**

---

No further business discussed at this time.

*Meeting adjourned at 3:23 p.m.*