

# Alberta Council on Admissions and Transfer

## MINUTES

May 28, 2013

1:30 – 3:00 p.m.

Room 4XL, Commerce Place, 10155 102 Street, Edmonton, Alberta

### 1. Council Business

#### a. Council Member Status Update

- Term expiries and resignations for 2013 were discussed and nomination or reappointment process explained

#### b. Council Membership Terms

- The following Council Members will let their name stand for another term. Council will recommend reappointment to the Minister:
  - Bob Boudreau
  - Jonathan Strand
  - Larry Hlushak
  - David Aldrich
  - Tessa Cocchio
- There are three recommendations pending appointment by the Minister:
  - James D'Arcy
  - Susan Radke
  - Kristine Smalcel-Pederson
- Resignation has just been received from Alastair McKinnon due to work commitments
- The following members will not be seeking term renewals:
  - Anna Kae Todd
  - Alice Wainwright-Stewart

We thank them for their outstanding service to Alberta learners. Council appreciates immensely the work these members have done over the years.

- ACAT Chair will connect with Vincent Steinhauer to discuss his term expiry November 12, 2013
- ACAT Chair, Ron Woodward, announced his intention to not stand for another term. The appointment process is different than a Council Member. The Chair profile can be found on the ACAT website. It states: *It is desirable that the Chair does not simultaneously hold a formal position at an ACAT member institution.* The ACAT Secretariat will begin the recruitment process. Council Members are encouraged to provide any suggested candidates to the Secretariat.
- Christine Johns was not able to attend this meeting but will join us at the October meeting.

#### c. Mandate and Roles Document Review

- The submitted draft for approval was reviewed.  
MOTION: Document approved with the recommended updates and the update student organization and sector names.  
Moved by Anna Kae Todd; Seconded by Alice Wainwright-Stewart; CARRIED

#### d. ACAT Annual Report 2012 Review and Approval

- Draft document was provided in meeting package for approval. No revisions were required.  
MOTION: ACAT Annual Report 2012 is approved as provided.  
Moved by Jim Gibbons; Seconded by Larry Hlushak; CARRIED

#### e. New Student Mobility Reporting (Draft Example)

- Rob Acker, Manager, Accountability/Outcomes Reporting, reviewed the possible data collection

that can be done to provide more useful student mobility information to ACAT members to replace the Transfer Patterns Report, which only provides a snapshot in time rather than the most current data available

- The new reporting is proposed to share student mobility information regarding student enrolment in an institution/sector and movement into, within, and out of the system.
- Data can be drilled down to for specific reports for ACAT member institutions, in the six-sector model, to suit their specific needs
- The model provided is a starting point and other tracking options can be built as we move forward. Data collection can be refined based on the needs of the system
- Data between secondary and post-secondary systems have some FOIP and legal considerations that can be revisited
- Council thanked Mr. Acker for his presentation and looks forward to working with his team to expand the mobility reporting outcome document

f. *Spotlight on Alberta's Transfer System* (Draft 1<sup>st</sup> Issue)

- The draft of the first issue was discussed and approved with the addition of the word "admissions" to the masthead purpose textbox
- It was decided this will be a monthly publication
- Content will be to raise awareness of Council, facts and stats, study and survey information, and the system; it will evolve as the transfer and admissions system evolves
- Contributions will be invited from Council Members, ACAT Contact Persons and other stakeholders
- Feedback from readers will be welcomed
- Each publication will be approved by the ACAT Chair
- The first electronic mailing will be in June 2013

g. Articulation Sub-committee Recommendations

- The sub-committee recommended the creation of articulation committees in the fields of studio based programs and math.  
MOTION: That the two recommended articulation committees be struck.  
Moved by David Aldrich; Seconded by Alice Wainwright-Stewart; CARRIED
- Further discussion directed the Articulation Sub-Committee to do some strategic work to determine how articulation committees are formed and deactivated going forward. Recommendations are requested for the October meeting.

h. Columbia College Membership Application

- The Membership Review Committee has a number of clarification questions and will be doing a site visit on June 20, 2013 as part of the review process
- A recommendation will be provided to Council once these activities have been completed
- Council discussion determined that a review of the application process would be appropriate as a best practice measure. Preliminary recommendations are requested from the Membership Review Committee (Bill Connor; Joel Ward; David Aldrich) for the October meeting.

i. Other: ACAT Chair Meeting with Minister Thomas Lukaszuk June 10, 2013

- Ron Woodward's message will include:
  - ACAT is enthusiastic and committed to making a difference through a leadership role in Campus Alberta
  - Council is a group of volunteers with unique insight into the post-secondary system
  - Resources are limited

j. Fall Meeting Date and Location

- Bow Valley College will host the next meeting on Monday, October 7, 2013
- A follow-up meeting re the High School Credentialing Focus Group on the afternoon of October 6, 2013 is to be confirmed

**2. For Information Items** (no discussion occurred)

- a. ACAT October 2012 Council Minutes

- b. ACAT Work Plan
- c. PCCAT 2013 Conference Update
- d. Recent ACAT-related Correspondence
- e. BCCAT "A Survey of Movers: Students Who Move Between BC Public Post-Secondary Institutions
- f. Alberta Transfer System Member Institution Contact Persons: *Transfer Best Practices (Spring 2013)*

**3. Adjournment:** 3:00 p.m.