

Alberta Council on Admissions and Transfer

ACAT Meeting Minutes – May 16, 2011

Lakeland College – Lloydminster Campus
2602 – 59 Avenue
Lloydminster, Alberta

Present: Ron Woodward, ACAT Chair, Robin Fisher, Anna Kae Todd, Dietmar Kennepohl, Alice Wainwright-Stewart, Larry Hlushak, Vincent Steinhauer, Jonathan Strand, Colleen Skidmore, David Aldrich, Alastair MacKinnon, Joan Engel (Alberta Education), Christine Savage (Campus Alberta Partnerships), Janice Park (ACAT Secretariat), Eric Dohei (ACAT Secretariat)

Conference

Call: Ann Tierney

Regrets: Robert Boudreau, Tessa Cocchio, Paula Burns, Tracy Edwards

Recorder: Wendy Pruden (ACAT Secretariat)

1. Welcome and Introductions

- ACAT Chair welcomed Council to the meeting and thanked Lakeland College for hosting both the meeting and lunch, and for the lunch bag at each place setting.
- Round table introductions were made as this is the first meeting attended by Christine Savage.
- Alice Wainwright-Stewart provided greetings on behalf of Lakeland College. She shared a brief history of the institution, its' challenges, and successes re both the Vermilion and Lloydminster campuses.

2. Chair's Report – Ron Woodward

- Mr. Woodward expressed concern and support for the Town of Slave Lake which is dealing with an out of control wild fire. Several public buildings have already been lost and the status of the College is unknown.
- Mr. Woodward met with Minister Weadick at the end of April. Discussions included a history of ACAT, the recent governance changes, and confirmed that ACAT has a key role to play in the success of Campus Alberta. Additional topics included key initiatives such as learning outcomes and assessment, and block transfer. The Minister requested ACAT representatives attend a summit that is being planned for late June. Details to follow.
- Yukon College has been in touch confirming they are preparing an application for ACAT membership.
- The Pan-Canadian Consortium on Admissions and Transfer (PCCAT) event is occurring the same time as the Minister's Summit.

3. Ministry Briefings

Alberta Advanced Education and Technology (AET): Christine Savage (Branch Head, Business Integration and Learner Pathways) – *Distributed a Post-secondary & Community Education Update May 2011 document.*

- Ms. Savage briefed Council on the reorganization within the Ministry that created the new Branch called Business Integration and Learner Pathways which included the ACAT Secretariat. She provided background information as to the type of work and the

support that is provided by the Branch for the Post-secondary and Community Education Division such as stakeholder consultation, issues management, and the coordination of business planning,...

- A brief outline of the upcoming Minister's Summit on June 21, 2011 was discussed. Invitations have gone out to PSE Presidents and Provosts, asking them to consider inviting two attendees. The Minister has requested that ACAT Council representatives also participate in this one day event. The agenda will be finalized shortly and will include a keynote, panel discussions, and breakout sessions focusing on challenges, opportunities, key outcomes and ways to achieve key outcomes. A 'what we heard' document will be created as a result of the event.

Alberta Education (AE): Joan Engel, Alberta Education
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- Ms. Engel provided an update on initiatives undertaken since the last meeting.
 - o Curriculum - The word '*digital*' is being dropped from resource materials and they are witnessing a move towards true partnerships in the development of curriculum in regards to commitment, in-kind resources, and funding.
 - o Competencies – Alberta Education is engaging the community in conversations through dialogue and appreciative inquiry. A '*what we heard*' symposium is being held September 29 – 30, 2011. ACAT Council members are encouraged to attend and should contact Joan if you are interested in attending. Alberta Education is also conducting a strategic review of locally developed resources at the Senior High level.
 - o Alberta Education is developing an online parent resource that will be available on the Alberta Education website later this year.
 - o Council requests an agenda item be included to review the proposed new School Act as it relates to the PSE system issues of transfer and articulation.
 - o There is a pilot in progress regarding dual credit. There are 6 different pilots at the moment and a lot of interest around this topic. Will keep you posted.

4. Decision Items:

a. 2010 ACAT Annual Report

- The report provided background and key priorities and progress towards the goals of the business plan.
- Council requested the following changes/additions:
 - o add ACAT Council members (name, position and institution only)
 - o add ACAT member institutions
 - o Pg. 8, 4.1, 3rd bullet – editing change as discussed.

MOTION: moved by Dietmar Kennepohl, seconded by Colleen Skidmore, that the 2010 ACAT Annual Report be approved with the noted changes. **CARRIED UNANIMOUSLY**

b. 2011- 2014 ACAT Council Business Plan – Draft For Approval

- This plan is created every Spring for Council's approval. The previous plan was approved late in the year to allow for new and returning council members to provide input. This 2011-2014 document meets the usual approval timeline.
- After discussion it was agreed that wording changes on Page 3 and Page 5 will be consistent with the wording previously approved (*i.e. define best practices and models for block transfer/learning outcomes*). *This language will be used throughout the document as required.* Ensure text does not imply that ACAT is setting policy.

MOTION: moved by Alice Wainwright-Stewart, seconded by Larry Hlushak that the 2011-2014 ACAT Council Business Plan be approved with the noted revisions.
CARRIED UNANIMOUSLY

c. Advice to the Ministry – Engineering Technology Task Group

- ACAT Council was asked to look at bridging and transferability issues. After discussion, it was decided that the Ministry recommendation will state that it is Council's view that a bridging program is an option but there are significant cost and capacity challenges in adopting this option.

MOTION: moved by Colleen Skidmore, seconded by Dietmar Kennepohl that the letter to the Ministry include the proposed summary and Task Group reports. Also send a thank you letter to the Task Group Chair including the summation of what has been done along with a copy of the summative report. **CARRIED UNANIMOUSLY**

d. Instructor Qualifications Sub-committee

- An organizational meeting was held in December and Karen McDaniel, SAIT, agreed to sit as Chair. In January 2011, Draft #7 was reviewed and it was agreed the document required reworking to make it more concise. Each section was reviewed resulting in the current best practices draft document.
- Council provided editing suggestions to ensure it is not perceived as a prescriptive document but as a best practice recommendation.
- Council also agreed that this recommendation #7 should be vetted through the Contact Persons Best Practices Committee requesting their feedback regarding incorporating additional fields in the transfer proposal form. Ensure they understand that the additional fields offer an opportunity for providing additional information but that it is not a requirement.
- The following timeline was agreed to in proceeding with this review process:
 - o ACAT Council members review and provide feedback to Eric Dohei, ACAT Secretariat, by June 30, 2011
 - o Sub-committee reviews feedback and determines final draft to be sent to partners by early Fall 2011.
 - o Bring partner feedback and final draft for approval to October 4, 2011 ACAT Council meeting.
- Ensure language reflects that these are recommendations not policy.

e. Nechi Training, Research and Health Promotions Institute

- The application review sub-committee provided their summary.

MOTION: moved by Robin Fisher, seconded by Larry Hlushak, that the Nechi Training, Research and Health Promotions Institute be accepted as a member of ACAT.
CARRIED UNANIMOUSLY

f. Public Member Appointment Recommendation to the Minister (in-camera)

- After in-camera discussion, it was decided to send three candidates forward to the Minister of Advanced Education and Technology for his consideration regarding the appointment of a Public Member to fill the vacancy on Council.

5. ACAT Council Priorities:

a. ACAT Articulation Sub-committee

- Interim Chairs have been determined for Child and Youth Care and Business Articulation Committees. Both inaugural meetings will be scheduled for Fall 2011.
- A recommendation was made and accepted that either the ACAT Chair or the Chair's delegate attend each inaugural articulation committee meeting to explain the purpose and expectations of each committee.
- The Council also agreed to continue the practice of inviting the Committee Chairs to provide updates at future ACAT Council meetings.
- The English Articulation Committee has met since the last meeting and has communicated with Eric.
- The Aboriginal Education Articulation Committee will be having their annual meeting soon. At that time they will determine how to incorporate the existing Indigenous Languages Articulation Committee.
- Council restated that future articulation committees will be created in a measured fashion and all committees will be reviewed periodically to determine their lifespan.
- The Biological Sciences Articulation Committee has moved to the new model and the Computing Science and Engineering Articulation Committees are considering doing so.

b. Learning Outcomes and Assessment Sub-committee

- The Sub-committee met on May 3, 2011. Results of the Learning Outcome Survey were discussed. The ACAT Secretariat will follow-up with those institutions that did not complete the survey.
- The next step is to begin writing the White Paper. The initial work will be reviewed by the Sub-committee in mid-July.
- Dietmar Kennepohl announced he is leaving on a one year sabbatical in mid-July and a new chair will be required. Council agreed that the ACAT Chair will contact AUA and ask them to recommend a one year replacement rather than have Dietmar resign. Dietmar would then resume his appointment on his return.

Ann Tierney also announced her resignation from Council, effective June 30, 2011, as she is returning to Ontario to take up the position of Associate Vice-Principal and Dean of Student Affairs at Queen's University. Her official letter will arrive shortly. Council asked the ACAT Chair, when contacting AUA, to ask them to recommend a new member to fill this newly vacant position on Council. The ACAT Chair thanked Ann for her work on Council and wished her all the best in her new role.

c. Block Transfer Sub-committee

- Paula Burns has agreed to be the Chair and Dr. William Street agreed to act as Vice Chair.
- Connections will be made with other appropriate articulation committees to ensure appropriate outcomes. The ACAT Secretariat will initiate these connections.

6. Update Items:

a. Transfer Best Practices Committee

- The Committee is in the process of reviewing and editing the 2005 document to ensure it is applicable and current to today's environment.
- They have met over the past seven months and expect a final document to be presented at the Fall 2011 Contact Persons Meeting.
- The final document will also be vetted with the Vice-President Academics.

- This document was created for and by Contact Persons and is not an ACAT Council document.

7. For Information Items: *(these are discussed only if questions arise from Council Members)*

- a. Thompson Rivers University-Online Learning
 - a. As they are a new member of ACAT, a Contact Person has been identified and training on the TAARS system will be provided.
 - c.i. PCCAT Annual General Meeting, June 20 – 22, 2011: We have applied for approval to send an ACAT representative but it conflicts with the upcoming Minister's Summit occurring on June 21, 2011. It is hoped that one representative will be approved.
 - c.v. The Contact Person's meeting will be held at the University of Calgary on October 17, 2011.

Additional Items:

- a. Minister's Summit – June 21, 2011
 - Christine Savage explained the purpose and format of the event.
 - ACAT Council representatives were identified as Ron Woodward, Jonathan Strand, and Vincent Steinhauer.
 - A number of Council Members have already been invited as post-secondary institution representatives.

8. Next Meeting Date/Location: October 4, 2011 and NAIT has agreed to host. We will set the next year's meetings.

Meeting adjourned at 2:00 p.m.