Alberta **C**ouncil on **A**dmissions and **T**ransfer

11th Floor, Commerce Place, 10155 – 102 Street, Edmonton, AB T5J 4L5
Phone: (780) 422-9021   Fax: (780) 422-3688   e-mail: acat@gov.ab.ca

Meeting Name	Location	Date
English Articulation Committee	Red Deer College	May 6, 2013 (10:30AM-3:00PM)

ACAT Secretariat Staff to Attend		Accepted	Attended
1.	Jim Samide – Enterprise and Advanced Education		Yes
2.	Eric Dohei		Yes

Attendees		Accepted	Attended
1.	HelenJane Shawyer, Northern Lakes College		Yes
2.	Pamela Farvoldsen, Grant MacEwan University		Yes
3.	Philip Mingay, Kings University College		Yes
4.	Bryan Moon, Lakeland College		By Phone
5.	Avril Torrence, Medicine Hat College		Yes
6.	Lorraine Jenkins, NAIT		Yes
7.	Kathryn Pallister, Red Deer College		Yes
8.	Heather Markovich, Red Deer College		Yes
9.	Tim Heath, Ambrose University College		Yes
10.	Leigh Dyrda, NorQuest College		Yes
11.	Jenny McKenney, University of Calgary		By Phone
12.	Kathy Williams, Athabasca University		Yes
13.	Kazem Mashkournia, Grande Prairie Regional College		Yes
14.	Cheryl Calver, University of Lethbridge		Yes
15.	Rob Appleford, University of Alberta		Regrets
16.	David Hyttenrauch, Mount Royal University		Regrets

AGENDA		Time Allotted
1.	Welcome	
2.	Approval of previous minutes	
3.	Updated General Course Outline document	
4.	Stale dating of transfer agreements – how recent does a course have to be to transfer directly?	
5.	Transferability of writing courses	
6.	International Students	
7.	ACAT update	
8.	Adjournment	

Meeting Notes	
1	Welcome

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2	Attendance - Phone and in person - Need to update list and identify correct contact at PSI's - Leigh Dyrda offered to take minutes
3	Update Course Outline Document - Circulate 1 page summary of stable curriculum - General Learning Outcomes - Reading + assessments - Would be valuable to update and share revised outline for next meeting - NAIT: Lorraine indicates that NAIT has a moodle master standard course outline - To assess TC – do we need specific course outlines, or just master course outlines? - Bryan – as long as info is there, we don't need to standardize - Pam + Leigh – need specific reading list + general master - Pam – is it time for us to share out outlines again? - Articulation office might not send/ask for specific course outlines - Kathryn – don't we already have TC for individual courses? - Helen Jane – when institutions re-do courses, they don't always inform PSIs - Heather – courses with specific numbers attached are over-enrolled; students want to avoid getting IXX on a TC request - Final exams – RDC (no exams in UT English) other places, yes, still have exams. Exams/No Exams doesn't impact TC - Helen Jane – general principles agreed upon (a doc. circulate to agree upon principles) and then a contact list to verify info
4	How old is too old? (1988 example) - PLAR – Lorraine, NAIT wants students in the door so accepts old courses - Kathy – AU – does it depend on where student is in program (1 course to finish, or starting diploma again?) to decide on whether to grant TC to "old" course? - PLAR rubrics might be useful - Avril – MOOCS (administered by for-profit orgs) and free online courses "credit" – apply for credit based on demonstrated credit. "certificate of completion" is not basis for TC - Helen Jane – do courses need to be done within a particular period? - Jenny – U of C – 10 year rule of thumb. - Some old courses – go right through articulation office based on current TC agreements - Eric – on ALIS, TC agreements are there are still available 10 years later
	LUNCH
5	Transfer of Writing Courses - Writing courses – WRS 1xx at U of A - Contract grading on in-class work - ESL Learners benefit? - Humanities, general arts, general ENGL credit (1xx) - Reading comprehension – critical thinking are the most important, greatest lack - Courses in composition would get credit, just not specific credit for ENGL courses - Athabasca – new ENGL 255 – we should all look at new outline
6	International Students "Dubious" Int'l school TC - Heather – ask to see a paper to assess ** (this is our best idea for evaluating TC). - Different types of values + curriculum in different parts of individual countries (India, for ex) - Students able to write papers in first language in Korea, not just in English - Kathryn – we need to get int'l office involved because problem is larger – ethical issues - ACC – Can gov't agreement to bring Indian students in particular - Avril : - IELTS - Lang. of instruction differs, cannot tell from course outline sometimes - Levels vary across country

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7	ACAT Update
	• Jim Articulation committees going forward
	Current Activities
	1. Best Practice for future TC requests
	  ❖ Expansion
	2. Learner Pathways
	  ❖ Block transfer
	3. Activities – admissions is new area of insertion (surveying PSI's to get info).
	  ❖ Shared repository of info on admissions for ACAT stakeholders: jim.samide@gov.ab.ca
	• Where to expand next?
	• Spring ACAT meeting
	  o Review so far (for align with ministry needs?)
	  o Used to draft 2013 Action Plan
	• Letters of expectation
	  o Increase TC by 10% (of <u>what</u> is question – ie: how measuring)
	  o ACAT will find out what ministry goals are going forward to align needs
	• Revisit these findings in fall 2013 when MOUs are finalized
	• Implementing New Member TC Policy
	  o Updating admissions "shards"
	  o New search engines
	• New phone APP
	• Functionality of tech to support students
	  o TC agreements
	• Pam – concern about "improvements"- wants to retain simplicity of original
	• Avril – how soon after 2 PSI's agree on TC does it get on website? Answer: 1 day
	• Tim – any progress cross-country on admissions + transfer
	• PC CAT – next meeting June 16-18 at G. Mac. Encourage attendance.
	• Common language for TC
	• Kazem – what do agreements look like on new system (ie: how will TC info present online + on paper?)
	• Avril - Third party agreement : A=B, A=C, therefore, transfers should also be B=C
	  o No, right now set up as 1:1 agreements
	• Working on this "tool" to support third party agreement, but ACAT doesn't support it right now. ACAT agrees that this is an issue going forward.

8	Next Meeting: Edmonton next May • NorQuest-> $ for hosting next o Send in information by November • Pam – send all contact info and a little update Adjourn 1. Kazem 2. Kathryn

Delegated Tasks	Person Responsible

Alberta Council on Admissions and Transfer