

Pan-Canadian Consortium on Admissions & Transfer

Research Subcommittee Meeting

Held at PCCAT Annual Meeting, Fredericton, NB

June 23, 2009

Summary/Minutes

In attendance: Philip Cameron, Eric Dohei, Devron Gaber (Chair), David Hinton, Jean Karlinski, Janice Park

Absent: Henry Decock, Ursula McCloy, Shannon McKenna-Farrell

1. Call to Order (*Devron Gaber, Chair*)

The meeting was called to order at 12:15 p.m.

2. Approval of agenda

The agenda was approved as presented.

3. Approval of previous minutes

The previous minutes were approved as presented.

4. Update on Funding of Project Coordination

a. BCCAT funding

It was confirmed that BCCAT had a total of \$30,000 available to commit to the project: \$23,000 for coordination and national report writing, and \$7,000 for a report by UBC.

b. Other jurisdictional funding

No additional funding from other jurisdictions can be committed until such time as the participating university funding needs have been assessed.

5. Selection of Project Coordinator (by July)

a. Nominees

The names of a number of potential nominees for Project Coordinator were put forward.

b. Selection Process

Nick Heath, former Director of Admissions at Simon Fraser University, who is familiar with transfer student profile reports undertaken in BC, was selected to coordinate the project and write the national report. BCCAT will enter into a contract with him by the end of July, funded by BCCAT.

c. Oversight

Nick will work closely with the PCCAT Research Subcommittee and report to its Chair, Devron Gaber.

6. University Participation

a. Status of potential McGill participation

The McGill Registrar has been approached regarding participation in the project but no response has been received.

b. Update on completion of university Data Inventories (due end of June)

The date for universities to submit completed data inventories was postponed until July 17th. These should be directed to Jean Karlinski at BCCAT.

7. Additional out-of-province transfer student numbers across a larger number of universities

a. Update on response of additional universities

It was agreed that it would be useful to have basic information on out-of-province transfer students to all universities in participating jurisdictions. Due to the large number of Ontario universities, it was felt that the likelihood of Ontario universities providing these data should be assessed prior to asking universities in other provinces.

ACTION: Assuming Ontario institutions can provide data on the number of out-of-province transfer students, BCCAT will send an email to Research Subcommittee members detailing what information is required from all universities within their jurisdictions.

b. Determination of level of data required (e.g., by type of sending institution, etc.)

It was decided to keep this data request simple, asking only for the number of first time undergraduate students enrolled at universities in 2008/09 (fall and winter or September to April sessions) who had previously completed any number of credits at a public post-secondary institution in another province or territory, broken down by the province or territory they came from.

8. Finalizing presentation at PCCAT annual meeting

Final decisions were made about the presentation being given about the research project to the PCCAT national meeting the following day.

9. Next steps

The next steps have been outlined above.

10. Next meeting date

A meeting will be called as needed in the early Fall.

11. Adjournment

The meeting was adjourned at 1:15 p.m.