



Ontario Heads of Business

System – Wide Transfer Agreement Implementation Update Fourth Edition – August 2015

To: Heads of Business
From: Jeannine Cookson,
Senior Project Manager, HoB Transfer Agreements Implementation Project
Date: August 6, 2015

As part of our commitment to you, the following is the latest update on the Heads of Business (HoB) Transfer Agreements Implementation within Ontario's Community Colleges.

Please make note of any action items listed below.

Coming Together On Common Ground – May 26/27 2015

The Heads of Business successfully hosted its first conference, with funding gratefully provided through the Ontario Council on Articulation and Transfer (ONCAT). The goal of the two day conference was to:

1. Provide a networking opportunity for Business Faculty/Coordinators from all regions of Ontario
2. Elevate awareness of the four HoB transfer agreements
3. Forge a path for the Long term Sustainability of the agreements
4. Provide an opportunity to share implementation challenges and best practices around possible solutions.

150 delegates attended the two day conference. Delegates included Coordinators from Accounting, Business, Human Resources and Marketing programs from across the Province as well as Transfer/Pathway Advisors and representatives from College Registrars' offices.

The meetings allowed for collaborative discussions around the on-going implementation hurdles still facing the colleges and provided valuable direction and insight to the HOB Transfer Agreements Steering Committee and the Project Management Team to continue its work going forward.

The outcome of the conference supported the need for:

1. ongoing support/work towards provincial academic transcript alignment
2. ongoing assistance/support to individual colleges as they adapt curriculum and internal processes to align with the agreements
3. a centralized electronic repository of information to enable stakeholders to have access to HoB Transfer Agreements reference documents
4. the establishment of Terms of Reference for the role of the HoB Transfer Steering Committee
5. additional work towards greater alignment of Learning Outcomes for all 4 **agreements** in particular as it relates to the core courses and their sequencing (*See ONCAT Funding below*)
6. an in-depth review of the Accounting agreement in light of the recently released Advanced Certificate in Accounting and Finance ACAF developed by CPA Canada
7. an annual opportunity for Faculty/Coordinators to network and share best practices

ONCAT has been extremely pleased with the success of the project, the number of activities, and the speed at which project goals have been achieved since inception of the HoB Transfer Agreements implementation/rollout plan (August 2013):

- All 24 Ontario colleges have committed to the agreements posted on the **ONTransfer** site, enabling student transfer across the province.
- Transfer Steering Committee in place
- Project Management team in place
- Agreement template created for other Colleges Ontario heads-of operating groups to leverage when forging transfer agreements
- Process Flow created and approved to support timely communication of new agreements to key stakeholders.
- Transfer Steering Committee – Sustainability Workshop – January 2015
- Successful execution of the first Heads of Business conference
- The remaining deliverables are on target and will be completed over the coming months. Some of which include the creation of A System - Level Transfer Agreement Implementation Guide, Communication Plan, and the creation of Service Standards Guidelines

As a result of this progress a significant portion of funding has been withdrawn. However, a key component around sustainability has yet to be completed due to the need for additional Learning Outcomes Mapping.

Outstanding Issue:

As a result of the work to-date and outcomes of the conference, the **long-term sustainability of these agreements** is in jeopardy without additional work towards greater alignment of Learning Outcomes – a key required activity in this regard implies the need for an annual review by participating colleges

By design, the HoB Transfer Agreements have no more than 60% of the courses completely aligned as equivalent across the system. This continues to present implementation challenges within each of the colleges, especially as it relates to the function of the Registrar’s office. Although the agreements recognize all credits earned at any sending institution, there are complications arising when processing a transfer student at the receiving institution:

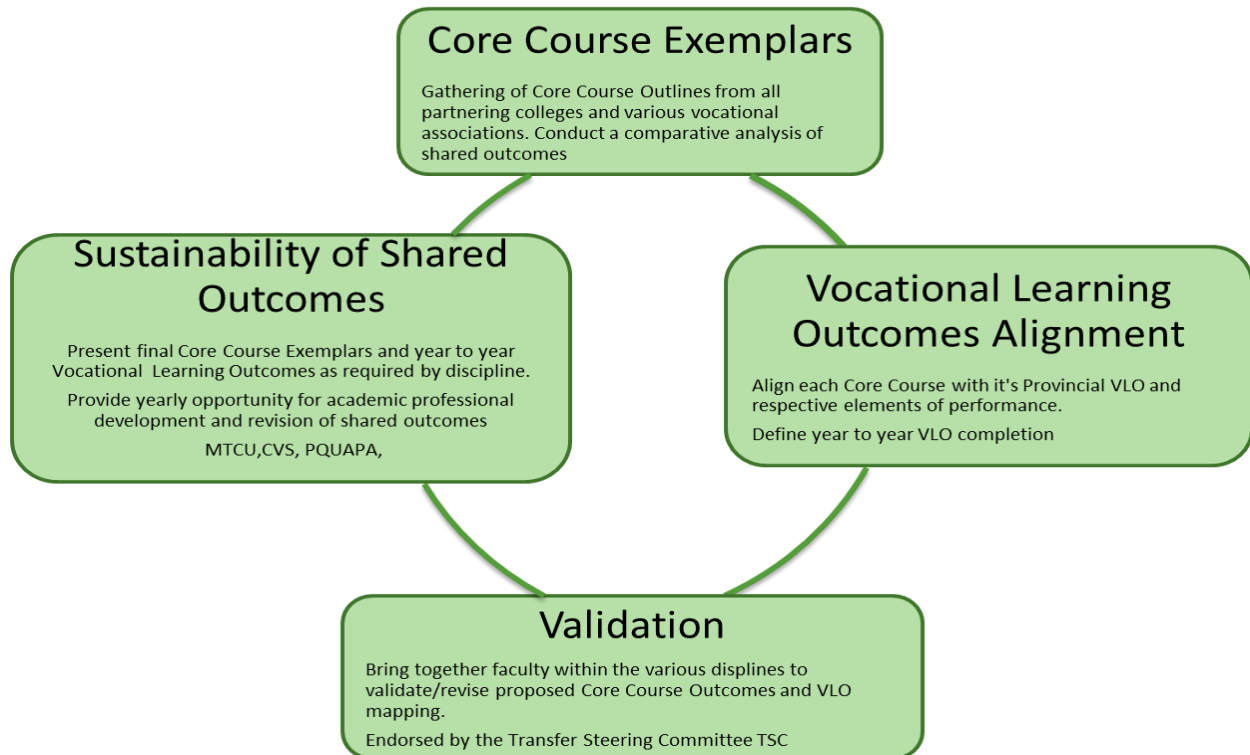
- Like courses do not generally share a common name e.g. Financial Accounting I, Introduction to Accounting I, Accounting Fundamentals etc.
- The prescribed sequencing of core courses in the agreements, allows for some flexibility in delivery at each college, creating complications for a transfer student, when the ‘sending’ college has a different course sequencing than the ‘receiving’ college.
- Courses outside of the core complement may be equivalent but also fall outside of a prescribed course sequencing
- Colleges are at varied states of implementation with their pathways course equivalencies data base

In addition, with regards to the HoB transfer agreement for Accounting programs, the recent changes announced by the dissolution of the CGA and revised CPA Ontario (resulting from the merger of ICAO, CMA and CGA), has implications in that modifications to the curriculum mapping, originally conducted in 2010 [foundation of the first transfer agreement] are required. In order to ensure the colleges’ ability to accept transfer students in Accounting, a re-mapping to the Advanced Certificate in Accounting and Finance (ACAF) will be required.

HoB Learning Outcome Mapping PROPOSAL

In light of the concerns pertaining to aligning on the dimension of Learning Outcomes, since the HoB Conference held in Spring 2015, a proposal was submitted to ONCAT requesting a re-allocation of the original funding, plus an additional \$40,000 in order to complete the work.

This second round of funding, if approved, would address the sustainability issue and more importantly serve to align processes with the Ministry Training Colleges and Universities MTCU, Credential Validation Services CVS, and individual College Quality assurance practices.



As of early August 2015, we have not yet received direction from ONCAT pertaining to this proposal. Until a confirmation on funding is received we will be unable to proceed as originally anticipated. We will advise all of you as soon as we know.

DROPBOX STATUS

As was recently announced in a previous email, the Dropbox folder was infected with a virus, corrupting all posted files and risking individual computers should the files have been accessed. Over the past few weeks we have been in discussion with ONCAT on a potential solution. We are pleased to confirm a solution has been achieved. All HoB Transfer Agreements and Implementation Plan reference files can now be accessed via the **ONCAT Web site**, under the **Projects** tab.



Direct Link: http://www.oncat.ca/index_en.php?page=heads_of_business_project_resources

Posted in the **Heads of Business Project Resources** link are the following:

- The four Heads of Business Transfer Agreements
- Pertinent information for each of the program disciplines; Accounting, Human Resources, Marketing and Business
- CPG - Curriculum Pathway Guides for all agreements
- “Coming Together on Common Ground 2015” - presentations and files
- FAQs to assist with college implementation of the transfer agreements.

If you would like to suggest any modifications to HoB project information posted on the ONCAT site, please contact Hillary C. Watson. hillaryclairewatson@gmail.com

A subsequent email will be sent to all Dropbox users advising of the new location. Thank you all for your patience and thanks to the team at ONCAT for their assistance.

ACTION ITEMS FOR : Heads of Business Ontario

There are no action items with this update:

Please email all files and documents to Hillary Claire Watson. hillaryclairewatson@gmail.com

The Transfer Agreement Steering Committee

For more information or consultation, please contact either myself or a Steering Committee member:

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