

APOC: Transfer and Articulation Agreements Sub-Committee (TAA)

Terms of Reference

1. Mandate and Role

APOC is responsible for reviewing and monitoring transfer and articulation agreements. The Transfer and Articulation Agreements Sub-Committee (TAA) will fulfill the task and report directly to APOC, as required. TAA will develop a plan for the institutional organization of stakeholders, processes and documentation for the overall management of transfer, articulation and exchange. The TAA will coordinate efforts with the goal to increase access opportunities for future AUArts students considering our enrolment goals. In addition, the committee will work in alignment with the objectives of the Alberta Council on Admissions and Transfer, the Pan-Canadian Protocol on University Transfer, and the Association of Independent Colleges of Art and Design as partners within the post-secondary system.

The TAA is asked to examine:

- current transfer and articulation agreements including block / post-credential transfer
- current exchange agreements, both incoming and outgoing
- the current process for the development and maintenance of articulation and exchange agreements
- the current template(s) for developing agreements
- and identify roles and responsibilities in the lifecycle of articulation including:
 - initiating agreements through relationship building with potential partners
 - promoting student opportunities

2. Areas of Responsibility

- Recommend:
 - roles and responsibilities within the transfer and articulation lifecycle
 - current procedure updates
 - Academic Calendar content
 - training as required by those who assess for transfer credit
 - methods of promoting opportunities
 - and support process development within identified units
- Report, as required, to APOC on all transfer and articulation agreements

3. Composition

- Voting Members:
 - Registrar and Chair
 - AVP, Academic
 - 1 faculty member, appointed by the School Directors
 - 1 School Director
- GFC Resource Member:
 - Assistant Registrar-Curriculum, Registration & Student Information
- Consultation with AUArts faculty, offices and resources as needed.

Approved by GFC Steering Committee on behalf of General Faculties Council: November 4, 2020

Implementation Date: November 4, 2020

Revised: September 15, 2021