

Trent University and Fleming College University Transfer Program Expansion

Description of Proposed Project: Expansion of existing University Transfer (UT) partnership between Trent University and Fleming College to increase likelihood of on-time baccalaureate attainment for students transferring between the institutions. Program enrolment will be supported with a blend of students through traditional entry routes and bidirectional remediation. The aim is to support all students through a transfer pathway model that increases their likelihood of success.

CONTACT INFORMATION:	
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Trent University (Trent) and Fleming College (Fleming) propose the expansion of the University Transfer program partnership between the institutions to increase on-time baccalaureate attainment for students. The project team has identified that the existing UT pathway to Trent grants 5.0 transfer credits, however not all may apply to the student's program degree requirements, in particular environmental/science and business disciplines. The proposal includes the expansion of the program by introducing streams that would support students studying in social science/general arts, environmental/science or business disciplines. The pathways will be available to students that enter through traditional recruitment processes in addition to those whom are bidirectional remediated. This includes students placed on academic suspension after their first year of study at Trent. All pathway developments will be student centric providing alternative options to suspended students rather than the traditional one calendar year suspension. Trent and Fleming intend to incorporate enrolment from all entry points to facilitate pathways for students both within, and outside of, the bidirectional remediation process.

The program coordinators have strategically identified disciplines with the largest first year suspension rates and aim to develop a comprehensive process to retain these students within the local postsecondary sector. A brief analysis of the 2014 first year suspension data (appendix A) of the Bachelor of Business Administration, Social Science/General Arts, Environmental Science and General Science programming resulted in an aggregate first year suspension rate of 8.5%. Trent defines academic suspension when a student's "cumulative average is less than 50%" (Trent University, 2015, p. 277).

The quantitative analysis has informed the proposed development of new streams within the UT program or the redesign of existing pathways. Initial data analysis indicates the need in the social science/general arts, environmental/science and business program areas. The UT model will require the development and/or the modification of course(s) to ensure the student will receive 5.0 appropriate transfer credits towards the chosen degree program assuring on-time completion in three additional years of study at Trent.

Our goals for development of the UT streams is to establish programs that provide 1:1 course equivalencies, necessary program prerequisites and courses that are eligible for specified program degree requirements. The institutions plan to accomplish this through collaborative course design and development. Fleming will develop courses in consultation with Trent academic departments. Each

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proposed stream demonstrates specific goals and aspirations set within each institution’s 2015 Strategic Mandate Agreements, such as heightened focus on indigenous and environmental learning.

Program Design

Courses	Social Science	Environmental/Science	Business	Requires Development
Accounting			Yes	Yes
Biology A		Yes		Yes
Biology B		Yes		Yes
English A	Yes			
English B	Yes			
Environmental Studies A		Yes		Yes
Environmental Studies B		Yes		Yes
Indigenous Studies A	Yes	Yes	Yes	Yes
Indigenous Studies B	Yes	Yes	Yes	Yes
Intro. To Management			Yes	Yes
Macroeconomics			Yes	
Math A	Yes	Yes		Yes
Math B	Yes	Yes		Yes
Microeconomics			Yes	
Psychology A	Yes	Yes	Yes	
Psychology B	Yes	Yes	Yes	
Sociology A	Yes		Yes	
Sociology B	Yes		Yes	
Writing for Success	Yes	Yes	Yes	

Stream	Trent Program
Social Science	Psychology (BA/BSc)
	Sociology (BA)
	Indigenous Studies (BA)
	English (BA)
Environmental/Science	Environmental Science/Studies (BA/BSc)
	Psychology (BA/BSc)
	Biology (BSc)
	Indigenous Studies (BA)
	Indigenous Environmental Studies (BA/BSc)
Business	Business Administration (BBA)
	Economics (BA/BSc)
	Psychology (BA/BSc)
	Sociology (BA)
	Indigenous Studies (BA)

*See appendix B for rational of selection of science based programs

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These student centric pathways will breed and foster student success. Although these students are facing academic uncertainty their enrolment into one of these pathways will support the development of heightened confidence in their abilities. The bidirectional remediation process will keep academically at risk students engaged in local postsecondary education as it provides alternative learning experiences. The inclusions of students through traditional entry routes provides an opportunity to those students who feel a transitional program is beneficial in their postsecondary career.

The lead coordinators of the project will be Hailey Wright (Trent) and David Baker (Fleming) who will collaborate with the various unit's responsible admissions, transfer credits, and frontline support for students throughout the redirect. The overall project team includes members from multiple areas across Trent and Fleming and the collective knowledge of the team has skill sets in frontline student service, student file management and pathways coordination. This permits the project to consider all areas of student success when developing the processes and procedures. The project coordinators will be responsible for the collection and distribution of information to support the creation of new streams within the UT program and coordination of the quarterly project team meeting and, if necessary, coordinate the team to connect and discuss upcoming goals of the project and review successes or challenges. The meetings will act as a platform to amalgamate feedback and status reports from all involved departments pertaining to the project and will allow the project coordinators an opportunity to compile information to provide ongoing updates to the ONCAT team and steer successful completion of the project and launch of the new transfer pathways.

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Project Timeline and Milestones:

The project timeline outlines a high-level overview of the goals and outcomes. Timelines are incorporated as a guideline for the project team, as well as ONCAT, and serves as a parameter for project deliverables. Based on administrative functions and institutional directives at both Trent and Fleming, the timeline is subject to change and any substantial adjustments will be communicated to all stakeholders involved.

Date	Activity	Deliverable	Department
October 2015 to Spring 2016	a. Development of three new streams within UT programming (Social Sciences, Business and Environmental/ Sciences)	a. Development of three new pathways that will support the project as well as wider recruitment for Trent and Fleming	Trent/Fleming Transfer Pathway offices Multiple Trent/Fleming Academic departments
Spring/ Summer 2016	a. Identification and circulation of notifications regarding academic suspension to students b. Alternate offer to Fleming programming given to student c. Students work with Academic Advisors at both institutions to enroll in pathway d. Students accept offer to Fleming and are assessed for transfer credits at Fleming	a. Offers issued from Fleming Admissions b. Students become enrolled in Fleming programming	Trent/Fleming Office of the Registrar Trent/Fleming Admissions Office Transfer Pathway departments Academic Advisors
Anticipated end date: Spring 2016			
All project outcomes documented into report outlining successes and best practices in the creation of 3 transfer pathways within the UT program from the initiative and circulated to ONCAT for project closure.			
Fall 2016 to Spring 2017	a. Students complete their UT program at Fleming and reapply to Trent for admission on an advanced standing basis		Fleming Registrar's Office Transfer Pathway departments Trent Admissions Office Academic Advisors

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Project Budget:

PERSONNEL:				
Name of Proposed Team Members (insert additional rows if necessary)	Title/Position	# of Days	Per Day	Total: # x Rate
David Baker	Business Analyst, Academic Operations, Fleming College	20	\$ 200	\$ 4,000
Kevin Whitmore	Director, Admissions and Recruitment Trent University	10	\$ 300	\$ 3,000
Darryl Papke	Manager, Admissions, Fleming College	10	\$ 300	\$ 3,000
Office of the Registrar designate	Trent University	20	\$ 200	\$ 4,000
Office of the Registrar designate	Fleming College	10	\$ 200	\$ 2,000
Course Development	Fleming College	10 courses to be developed	@ \$3,500	\$35,000
Joe Muldoon	Head, Trent University Durham	10	\$ 600	in-kind \$ 6,000
Susan Kloosterman	Director, Academic Operations, Fleming College	10	\$ 600	in-kind \$ 6,000
Hailey Wright	Coordinator, Articulation & Transfer Pathways, Trent University	20	\$ 200	In-kind \$ 4,000
Trent Faculty Course Development Consultation	Academics – Trent University	10	\$ 500	in-kind \$ 5,000
Academic Advisors	Trent University	10	\$ 200	in-kind \$ 2,000
Academic Advisors	Fleming College	10	\$ 200	in-kind \$ 2,000
Personnel Costs Subtotal				\$ 51,000

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DIRECT COSTS:	
Detailed Description of Direct Costs (if applicable) <i>(insert additional rows if necessary)</i>	Cost
Project Team meetings (8 meetings) (8*\$500) Security, Admin, etc.	\$ 4,000
Direct Costs Subtotal	\$ 4,000

TRAVEL AND ACCOMMODATION:	
Detailed Description of Travel and Accommodation (if applicable) <i>(insert additional rows if necessary)</i>	Cost
Estimated 200km *\$0.40 *8 meetings	\$ 640
Supplies/incidentals (telephone, etc.)	\$ 500
Travel and Accommodation Subtotal	\$ 1140

OVERHEAD:	
A detailed description of what constitutes overhead must be provided (if applicable) <i>(insert additional rows if necessary)</i>	Cost
University Overhead @ 7%	\$ 3,929.80
College Overhead @ 3%	\$ 1,684.20
Overhead Subtotal	\$ 5,614.00

FUNDING:	
Personnel Costs Subtotal	\$ 51,000
Direct Costs Subtotal (if applicable)	\$ 4,000
Travel and Accommodation Subtotal (if applicable)	\$ 1,140
10% of Overhead Total (if applicable)	\$ 5,614
Firm Fixed Price (ONCAT Funding)	\$ 61,754
HST (13%) (if applicable)	\$ N/A
Total ONCAT Funding (Firm fixed price + HST)	\$ 61,754
In Kind Contribution	\$ 25,000
Total Project Cost (Total ONCAT Funding + In Kind)	\$ 86,754.00

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SIGNATURES:	
<p>Conflict of Interest:</p> <p>Affirmation that neither the vendor nor the staff have any real life or perceived conflict of interest in performing the assignment</p>	<hr/> <p>Signature of Principal Investigator or Official Representative of Vendor Institution/Organization</p>
<p>Vendor's Signature of Offer:</p> <p>Affirmation by an individual with the authority to bind the "supplier" institution/organization</p>	<hr/> <p>Signature of Official Representative of Vendor Institution/Organization</p>
	<hr/> <p>Name, Title and Legal Name of Vendor Institution/Organization</p>

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Appendix A:

Trent University 2014 Academic Year - Total Suspensions by Program

Program Code	Program Title	Suspended	Total	Susp%
Social Science/General Arts Stream				
RPH	Trent-Philosophy	4	12	33.3%
ROY	Trent/Oshawa-Undeclared Arts Program	3	12	25.0%
RPO	Trent-Politics	3	14	21.4%
RIN	Trent-Indigenous Studies	2	10	20.0%
RAC	Trent-Bach of Arts & Science (Peterborough)	5	27	18.5%
RAD	Trent-Arts and Business	2	12	16.7%
RAA	Trent-Anthropology	2	14	14.3%
RWS	Trent-Gender & Women's Studies	1	7	14.3%
RAB	Trent-Archaeology	3	22	13.6%
RCX	Trent-Undeclared Arts Major	6	55	10.9%
RSO	Trent-Sociology	3	28	10.7%
RAN	Trent-Ancient Greek and Roman Studies	1	10	10.0%
RCP	Trent-Psychology	9	101	8.9%
ROS	Trent/Oshawa-Sociology	1	13	7.7%
RCS	Trent-Cultural Studies	1	15	6.7%
RHI	Trent-History	2	32	6.3%
RID	Trent-International Development Studies	2	32	6.3%
REN	Trent-English Literature	2	34	5.9%
ROP	Trent/Oshawa-Psychology	1	27	3.7%
RPS	Trent-Psychology	1	30	3.3%
Totals:		54	507	10.7%
Environmental Science/General Science Stream				
RHY	Trent-Chemical Physics	1	2	50.0%
RPY	Trent-Physics & Astronomy	1	5	20.0%
RGS	Trent-Geography	1	5	20.0%
RGG	Trent-Geography	1	6	16.7%
RCH	Trent-Chemistry	2	12	16.7%
ROX	Trent/Oshawa-Undeclared Science Major	1	6	16.7%
RSV	Trent-Environmental and Resource Science	3	30	10.0%
RES	Trent-Hon Bach of Environmental Sci/Studies	2	23	8.7%
RAV	Trent-Environmental and Resource Studies	3	37	8.1%
RSU	Trent-Science and Forensics	2	27	7.4%
RBI	Trent-Biology	6	91	6.6%
RSX	Trent-Undeclared Science Major	8	134	6.0%
RBM	Trent-Biochemistry and Molecular Biology	2	36	5.6%
RK	Kinesiology (Peterborough)	1	43	2.3%
RU	Trent-Forensic Science	1	68	1.5%

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Totals:		35	525	6.7%
Business Stream				
REC	Trent-Economics	1	9	11.1%
RDO	Trent/Oshawa-Hon Business Admin (BBA)	3	27	11.1%
RD	Trent-Hon Business Admin (BBA)(Peterborough)	7	108	6.5%
Totals:		11	144	7.6%
Total:		100	1176	8.5%

Appendix B:
Accepts to Science Programs, SSF Admits (2011-2014)

Faculty	Program	2011AY	2012AY	2013AY	2014AY	Total
Sciences	BSH.ECRT	22	23	18	21	84
Sciences	BSH.BIOL	17	21	13	17	68
Sciences	BAH.PSYC	11	16	12	6	45
Sciences	BSH.ERSC	6	10	6	4	26
Sciences	BSH.PSYC	3	2	5	7	17
Sciences	BSH.BICE	5	2	2	5	14
Sciences	BES.ERSS	1	5	4	3	13
Sciences	BAH.ERST	2	5	3	2	12