

ARUCC newsletter

Newsletter of the Association of Registrars of the Universities and Colleges of Canada

Bulletin de L'Association des Registraires des Universités et Collèges du Canada

Professional Break Throughs Registrars Win Status and Clout in Nova Scotia and Quebec

ADMINISTRATIVE LEAVES NOW A POLICY AT ACADIA

Senior Administrative Staff at Acadia University in Wolfville, Nova Scotia, are now eligible to apply for Administrative Leaves and Leaves of Absence. The policy was approved by the University Board of Governors in January 1979 and applies to these senior administrative positions:

- Director of Admissions
- Director of Physical Plant
- Comptroller
- Head Librarian
- Registrar
- Vice-President (Administration)

A senior administrator is eligible to apply for administrative leaves in the sixth year of employment and subsequent years and would normally be required to serve an additional six years after returning from leave before being considered for a further administrative leave. The administrative leave is intended to provide an opportunity for senior administrative staff to go away and at an appropriate location or locations to immerse himself or herself in a programme of development. Staff members are expected to return to Acadia better prepared to administer their area of responsibility, thus providing an improved service to the university community. continued, page 4

NAISSANCE DE L'A.R.C.Q. (Association des registraires des collèges du Québec)

Le 1er novembre 1979, les registraires des collèges publics de la province de Québec réunis en assemblée générale à Montréal se sont donnés une association en adoptant la constitution et les règlements de l'Association des registraires des collèges du Québec (A.R.C.Q.) et en procédant à l'élection des membres du premier comité exécutif officiel.

Les membres de ce comité exécutif sont:

- Jean Lacroix, président (Cégep de St-Laurent)
- Denis Leblond, vice-président (Cégep de Rivière-du-Loup)
- Roger Farmer, secrétaire-trésorier (Cégep de St-Jérôme)
- Denis Perron, conseiller (Cégep de Chicoutimi)
- Charles Reid, conseiller (Cégep de Jonquière)

Les points saillants de cette constitution sont:

- objectifs de l'association orientés vers l'échange, la concertation et la communication entre les membres et vers le perfectionnement professionnel des membres.
- membres individuels limités aux personnes oeuvrant dans le domaine registrarial et non aux registraires exclusivement.
- droit de vote limité à un vote par institution (normalement exercé par le registraire).

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CONTRACT

WESTERN NEWS

The 1979 WARUCC Conference Coordinating Committee, co-chaired by John Dorgan and Garry Vann, is to be congratulated for their efforts in organizing a high calibre conference geared particularly to registrars in the Western Provinces.

Western ARUCC continues to be financially solvent with a current bank balance of \$4626.14. It is to be hoped that some of this bank balance will be used for workshops or seminars for various interest groups between now and the next meeting which will be held in Manitoba, probably Winnipeg.

Garry Vann has been succeeded as chairman of WARUCC by Brian Salt, Director of Records, The University of Manitoba. Gerry Dellamattia, Registrar at Douglas College, has been elected Vice Chairman and will be responsible for organizing the 1983 Conference in British Columbia. Valerie Nielsen, as Secretary-Treasurer, together with Len Semrau, Alberta member at large and John Friesen, Manitoba member at large, remain on the executive committee for one more year and will be joined by Dave Halstead, Registrar at Saskatoon Technical Institute and Al McMillan, Director of Admissions at Simon Fraser University as the Saskatchewan and B.C. members at large respectively.

Western ARUCC currently has a paid-up membership of 126 registrarial people from 52 post secondary institutions in the four western provinces.

ARUCC

National Conference
Ottawa, June 24-27
See You There!

Canadian Education Delegation Visits China

Representing the universities of Canada, Alan Earp, president of Brock University and AUCC vice-president, is visiting the People's Republic of China March 28 to April 13 as part of the Canadian education delegation. A similar Chinese delegation visited Canada in October 1978 (see "Notes" 1978-11-10). The ten-member Canadian delegation, which was chosen by the Council of Ministers of Education, Canada (CMEC) is headed by CMEC Chairman Bette Stephenson, Ontario Minister of Education. The itinerary includes visits to Peking, Shanghai and Nanking.

Session For New AACRAO Members Planned For New Orleans Annual Meeting

At the very beginning of the annual meeting in New Orleans, there will be a session for new members and those attending the AACRAO meeting for the first time. Register in advance. You will receive a personal invitation. Make plane and hotel reservations so that you will arrive soon enough to attend that orientation on Monday afternoon, April 20th at 4:30 p.m.

See a short slide presentation outlining the functions, services and resources of AACRAO. Two discussion groups will give the opportunity to hear further details and to ask questions. Samples of AACRAO publications will be on display and may be examined.

Learn how AACRAO can assist your professional development and enhance your leadership potential within your institution. Check ways to begin your participation in AACRAO and to get involved in areas in which you have a special interest.

At 5:15 p.m. there will be a social hour for the new members. Visit with the AACRAO executive officers and other invited experienced AACRAO leaders, as well as with other new members. Check your official program for exact room location of the meeting.

See you April 20th in New Orleans!

Committee on Orientation of New Members

L'ARCQ continued from page 1

- admission des nouveaux membres par le comité exécutif sanctionnée par l'assemblée générale.
- assemblée générale au moins annuelle.
- comité exécutif de cinq membres.
- élection annuelle pour un maximum de trois mandats des membres du comité exécutif.
- frais de cotisation déterminés annuellement par l'assemblée générale (\$75.00 pour 1979-1980).

BIRTH OF A.R.C.Q. (Association des registraires des collèges du Québec)

On November 1st, 1979, college registrars of the province of Québec gave birth to their own association with the approval of the constitution of the A.R.C.Q. and its bylaws and with the election of the first official Executive committee.

Members of the executive committee are:

Jean Lacroix, president (Cégep de St-Laurent)
Denis Leblond, vice-president (Cégep de Rivière-du-Loup)
Roger Farmer, secretary-treasurer (Cégep de St-Jérôme)
Denis Perron, member-at-large (Cégep de Chicoutimi)
Charles Reid, member-at-large (Cégep de Jonquière)

The main characteristics of their constitution are:

- objectives of the association stressing on exchange, concentration and communication between members and to provoke professional development.
- individual membership not limited to registrars but limited to people working in the registrarial field.
- voting privileges limited to one vote by institution (usually the registrar).
- individual membership submitted to the approval of the Executive committee.
- general assembly to be held at least annually.
- executive committee of five members.
- executive committee members elected annually for a maximum of three terms.
- membership fees to be determined annually by the general assembly (\$75.00 fees determined for the 1979-1980 year).

WANTED

Letters to the Editor

Your comments, suggestions, contributions and concerns will appear here . . . so send them to the Editor:

Diane Morris
Associate Registrar
Mount Saint Vincent University
Halifax B3M 2J6

Courrier du lecteur:

Vos commentaires, vos suggestions, vos articles et vos mises en question seront publiés dans ces colonnes . . . Écrivez donc à la Rédactrice en chef:

Diane Morris
Associate Registrar
Mount Saint Vincent University
Halifax B3M 2J6

New Registrars

Associate Dean of Arts Appointed

Dr. William A. Blanchard has been appointed registrar of the University of Alberta. Dr. Blanchard, who is associate dean of the Faculty of Arts, will take office on January 1, 1980.

A native of Hollywood, California, Dr. Blanchard received his Bachelor of Arts degree from San Francisco State College and later obtained his Master of Arts and Doctor of Philosophy degrees from the University of Oregon.

He was appointed assistant professor of psychology upon joining the University of Alberta faculty in 1961. Dr. Blanchard was acting chairman of the department of psychology before being appointed associate dean of arts in 1972.

Dr. Blanchard's research interests centre on the study of person perception and moral development and he has published in numerous psychology periodicals.

Dr. Blanchard succeeds Alex D. Cairns who retired in November 1978 after 32 years service to the University of Alberta.

University of British Columbia Appointment:

Ken Young has been selected to succeed Jack Parnell as Registrar. His appointment becomes effective on 1 January 1980.

Half of Ontario Ex-students

By the time they are 24 years old, half the people of Ontario have some experience of college or university education.

That's the finding of a small study based on 1976 census data done by the Ministry of Education.

The study says there were 142,115 24-year-olds in the province on census day, July 1, 1976. Of those, 70,165 or 49 per cent had some experience of post-secondary education.

That ranged from 20,545 of them with university degrees (14 per cent of the total) to 11,390 (or 8 per cent) whose highest education was "post-secondary non-university without certificate or diploma".

About 30 per cent of the 24-year-olds—42,715— had attended university for at least some time, though fewer than half of them had reached degree status.

The study also looked at 30-year-olds (of whom 46 per cent had some post-secondary education, and 14 per cent had university degrees) and 40-year-olds (33 per cent had some post-secondary education, with 8 per cent having degrees).

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Administrative Leave

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The salary for leaves has been established according to the following scale:

Eligible Service Years	Leave Salary (%)
6 to 7	75
8 to 9	87 1/2
10 to more	100

A leave may be for any period from three to twelve months.

In all cases full fringe benefits are provided. The total financial support from all sources including the University less travel and other legitimate expenses incurred in connection with the administrative leave ought not to be greater than the salary the senior administrator would have received had he or she remained at the University.

Applications for administrative leave outlining the programme of development are to be submitted to the President at least six months prior to the requested date for commencement of the leave. The applications are reviewed by an Administrative Leave Committee consisting of the President as chairman, the Vice-President (Administration) and the Vice-President (Academic). Should a member of the Committee apply for leave that member shall withdraw from the deliberations until the remaining members make a decision. Recommendations from the Committee are forwarded to the Board of Governors for its action.

Immediately following completion of an Administrative Leave the recipient is required to return to the University for a minimum of one year although if the circumstances warrant it he or she may be released from this obligation provided the University is reimbursed for all funds expended on his or her behalf during the leave. On return to the University the recipient is required to submit a written report to the President.

Leave of absence without pay may be granted to employees provided appropriate staffing arrangements can be made. Such leaves include the privilege of continued participation up to a total of three consecutive years in the Group Insurance and Pension Plans, provided that the employee in leave pays both his or her and the University's obligations in this regard. Leaves of absence may be granted for a variety of reasons such as further studies, special service for the Government and Canadian International Development Agency.

LIKE OUR LOOKS . . .

Special thanks to Greg O'Sullivan and the Mount Saint Vincent Modern Languages Department for our distinctive masthead.

Nous remercions particulièrement Greg O'Sullivan et le Département des Langues Modernes de l'Université Mount Saint Vincent qui nous ont aidé à préparer les tires de nos rubriques.

AIRMAIL

12 September 1979

Quebec Registrars' proposal on education deduction reform

Dear Mr. Kent,

I am writing to you in your capacity as the current President of the Association of Registrars of Universities and Colleges of Canada. The A.C.U. has recently published a booklet called "Grants for Study Visits by University Administrators and Librarians" (It is described in the attached leaflet) and I wonder whether there is any means by which you could bring its availability to the attention of the members of your Association. A free copy has been sent to each Canadian university in the membership of the A.C.U., but of course individual administrators may not know that it is on campus!

Yours sincerely,

T. CRAIG
Assistant Secretary General
The Association of Commonwealth
Universities

Mr. W. Kent,
Director of Admissions,
University of Toronto,
Toronto, Ontario,
Canada M5S 1A1.

GRANTS FOR UNIVERSITY ADMINISTRATORS

Awards open to the administrative and library staff of universities in both Commonwealth and non-Commonwealth countries are listed in the first edition of a new 16 page ACU guide.

For the first time, awards for such staff are brought together in a single publication. The booklet provides information about more than 30 different sources of financial aid for university administrators who wish to travel to another country for such purposes as training, taking part in conferences, discussions or workshops, or research.

The booklet is in two parts, Part A listing grants tenable by staff from Commonwealth countries in another Commonwealth country, and Part B listing grants for movement (either way) between Commonwealth and non-Commonwealth countries.

ARUCC

National Conference
Ottawa, June 24-27
See You!

The Committee of Registrars of the Conference of Rectors and Principals of the Universities of Québec recently reviewed the provisions and application of Revenue Canada's regulations concerning the education deduction for students.

Based on the interpretations made by each Québec university for the issuance of the 1978 certificates, consensus was reached on policy and procedure for the 1979 taxation year. These will reflect an attempt to adhere to the "letter of the law" as set out in the interpretation bulletin IT224. There will obviously continue to be some problems in areas such as the definition of a full time student, the handling of summer and other intensive courses and graduate students who have completed the minimum residency required by their programs.

The Committee then discussed a proposal which, it was hoped, would solve many of the technical problems involved in determining a student's status. It would require substantive changes to the current regulations but we felt that it had the dual advantage of extending benefits to all students and being workable for almost all post-secondary institutions in the country.

The proposal which follows was prepared at the request of the ARUCC executive and is intended for discussion at the regional association level. Reaction should be sent to the national executive, where, if sufficient consensus is demonstrated, initiatives would be taken to request the necessary changes in the law.

... benefits to all students full or part-time ...

It is proposed that education deduction benefits be extended to all students in post-secondary institutions, regardless of their status as full-time or part-time, on a pro rata basis. In Québec universities, for example, the concepts of "credit" and "semester" would be used to determine what portion of the maximum \$600 deduction a student would receive in a given taxation year. We would initially divide the year into 3 periods: winter semester, (Jan. - April); summer session (May - Aug.); fall semester (Sept. - Dec.). For each period a student could receive up to a maximum \$200 in deductions.

Since the current regulations require 10 hours of lectures or more per week to qualify and since credits are generally defined as 1 lecture hour per week for the duration of the term, students registered for 10 credits in the semester would receive the maximum deduction (\$200). Those registered for fewer credits would receive a proportionate deduction of 10% of the maximum for each credit taken. Thus

students registered for 1 credit in a semester would be entitled to deduct 10% of \$200 or \$20. Those registered for 3 credits, 30% or \$60; 7 credits, 70% or \$140; and so on.

The technical advantages of such a system are several. There is no need to verify starting and ending dates on the class schedule of courses and related exams since the actual months in which activities took place no longer matter. There is no need to ensure that 10 hours of lectures occurred in each week nor that the course was of at least 3 weeks duration.

... eliminate discrepancies in definition ...

Post-secondary institutions would be relieved of the odious task of explaining to students taking intensive courses or only 9 credits in a semester, the reasons for their inadmissibility under the current regulations.

The proposal, we feel, could be used by most post-secondary institutions in Canada since even though not all universities, CEGEP's or community colleges function on a credit basis, almost all could express students' academic loads in quantitative terms on a very similar basis, akin to credits.

The technical advantages, however, are not the main thrust of the proposal. Its merits are, rather, that it would eliminate the discrepancies in definition of full time students from one institution to another as well as possible variations in the interpretation of current regulations.

Lastly and most fundamentally, it reflects the belief that all students should be eligible for taxation relief proportionate to their investment of time and money in their education. That only arbitrarily defined "full time" students should be eligible flies in the face of the importance currently placed on continuing education and the efforts of institutions to accommodate mature, evening, summer and other non-traditional clienteles. Indeed, part-time or half-time students probably have greater need for such a deduction since their incomes are likely to be somewhat higher than those of full time students. They are also not as likely to pass such deductions along to their parents or guardians.

We can see no good reason why two students who do 10 credits each in a taxation year should be treated differently because one completed the work in one semester whereas the other stretched it out over 2 or 3 semesters in that year.

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Part-time Studies and University Accessibility

A study of part-time students by Elizabeth Humphreys and John Porter of Carleton University shows that most part-time students tend to be those who already have a greater amount of education than average. The study found that most part-time students were from middle and upper middle class origins, and that over half were drawn from managerial, administrative and professional occupation categories. The survey, which used sample groups of part-time students registered at Carleton University in 1975 and 1977, indicated that most were studying for personal enrichment rather than for improved professional qualifications or job mobility, though they considered job-related factors important. The authors of the study concluded that for part-time studies to appeal to the disadvantaged socio-economic group, it would be necessary to instill a desire to learn in the student at the secondary school level. The study suggests new approaches in the delivery of credit courses to maximize the use of existing facilities by part-time students. Entitled **Part-time studies and university accessibility**, the report is available from the Information Resources Branch, Ontario Ministry of Colleges and Universities, 9th Floor, Mowat Block, Queen's Park, Toronto M7A 1B8; telephone (416) 965-6134.

ARUCC CONTEST

How good is your memory?

See page 6

Education Deduction

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There is no attempt here at liberalizing the current regulations. We wish only to avoid the arbitrary aspects of current definitions, based on months of attendance, hours per week and minimum duration. A student's academic load over a period of time should be the basis for claiming a deduction and not the vagaries of the lecture and examination timetables. We feel that as a matter of principle, all students should have a right to this deduction. When the part-time population in post-secondary institutions is expressed as full time equivalents, it should be evident that the cost in lost revenue will be negligible when compared to the advantages of equitable treatment for all and

Editor's Note:

Please respond to this proposal by writing to your own regional association president. If you send along a carbon of your letter to me, I'll publish excerpts in the next edition so that registrars will have a preview of what opinions are held across the country. (DM)

ARUCC National Conference

Ottawa June 24-27 1980

By now you have all received a copy of the proposed program. Please respond by returning the questionnaire to the conference planning committee as soon as possible. **Special Note to All Regional Associations:** Session 8 has been set aside as a half day for all regional associations to hold their own meetings in conjunction with the national conference. Start planning NOW to take advantage of the opportunity to meet while in Ottawa.

Package Travel Plans, which will offer significant airfare reductions, are being investigated by the conference planning committee. Details will be circulated in the new year. The packages should interest institutions sending more than one delegate and delegates who may want to combine a family vacation with the national conference. Remember, Ottawa in June is beautiful!!

Part-time Law

Beginning this fall, the University of Saskatchewan will offer a new half-time program in law. The program is being introduced on a trial basis and initial enrolment will be limited to six students. This new program is aimed at qualified students who, for family, occupational or financial reasons, are unable to pursue an undergraduate law degree full time. The students will be expected to complete the program over a six-year period.

(University Affairs 79 07)

UNIVERSITY OF NEW BRUNSWICK HOLDS CONVOCATION IN KENYA

In conjunction with the official opening of the Kenya Technical Teachers' College, the University of New Brunswick (UNB) held a special convocation in Nairobi in March. The president of Kenya, Daniel Arap Moi, received an honorary degree and 30 Kenyan students received bachelor of education degrees. The students had completed their studies at UNB as part of a Canadian aid project funded by the Canadian International Development Agency (CIDA). Under the \$35 million project, scheduled for completion by 1984, UNB will train a total of 90 Kenyan students who will provide the faculty for the new technical college.

common practice in all post-secondary institutions.

One final note should be made concerning graduate students. Québec Registrars have agreed that where a graduate program is on a credit basis the same scheme could be used. Where they are not, students would receive the maximum deduction for each semester of registration until completion of the minimum residency of the program. Thereafter, the maximum could be issued for each semester for which the thesis or research director is willing to attest that the student is doing full time work.

Tuition Fee Structure Studied in Ontario

Preparatory to announcing a revision of its policy on university and college tuition fees before November 1979, the Ontario Ministry of Education has released an independent study of tuition fees and invited public comment on the subject. The study, by management consultants P.S. Ross and Partners, examines six fee structure models: the current situation model which assumes no change; the unlimited cost related model which assumes that each student will pay a fixed percentage of program costs; the limited cost related model in which the student pays a fixed percentage of costs with upper and lower limits applied; a standard fee model which disregards cost and current practice; abolition of tuition fee; and the societal-individual benefit model which was considered and discarded as unworkable. The report compares the model fee structures with the current situation where tuition accounts for an average 16% of operating income in universities (12% in colleges). The report makes no recommendations. Only 18% of the sample group of 136 persons (one quarter of these represented student interests) advocated complete abolition of fees. About half of the university respondents felt that universities should have more autonomy in setting fees. For information about the report, contact the Ontario Ministry of Education, Mowat Block, Queen's Park, Toronto, Ontario, M7A 1B8; telephone (416) 965-5277.

A study conducted by Dr. D.W. Livingstone of the Ontario Institute for Studies in Education (OISE), entitled **Public attitudes toward education in Ontario 1978: the OISE survey report**, shows that there is considerable public resistance to cutbacks in education. The study, which is intended to become an annual barometer of public concerns, states that corporation taxes and student fees are favored as major sources of funding of post-secondary education. The report is available at \$2 from Publications Sales, OISE, 252 Bloor Street West, Toronto, Ontario, M5S 1V6; telephone (416) 923-6641.

THE ALBERTA FILE:

STUDY OF VISA STUDENTS

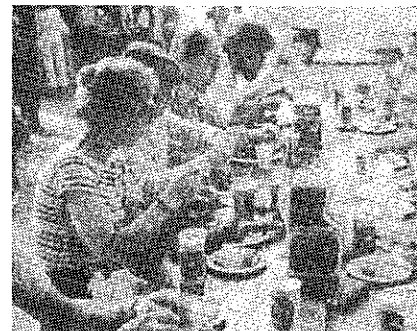
The University of Alberta senate recently approved the 17 recommendations of a task force study of visa students in Alberta. The group recommends that the Alberta government establish a task force "to study and deal in depth with the question of visa students", and that government policy requiring that visa students pay a differential fee be rescinded. The study also recommends that financial aid for visa students be improved with the establishment of separate provincial government and university scholarship programs, and with the enlargement of the university's emergency fund. The study endorsed the need for a government statement of policy in support of the presence of visa students and the establishment of procedures by the university to attract students from countries not currently represented in Alberta. The **Report of the Task Force on Visiting International Students in Alberta** is available from the Office of Community Relations, The University of Alberta, Edmonton, Alberta, T6G 2E8; telephone (403) 432-2325.

ALBERTA REPORT ON STUDENT CONTRIBUTIONS TO POST-SECONDARY EDUCATION COSTS

The report of the ten-member Task Force to Review Students' Contributions to the Costs of Post-Secondary Education was released recently by Alberta Minister of Advanced Education and Manpower Dr. A.E. Hohol. The group makes 39 recommendations covering tuition fees, student assistance, student housing, day care and employment. Favoring retention of tuition fees at post-secondary institutions, the task force recommends that the same tuition fee be charged for all programs within an institution and that a standing committee be appointed to advise the government on future tuition policy. The task force recommends immediate changes in the student assistance plan including consideration of students as independent for loan applications after they have reached the age of majority, and replacement of the current loan and remission system with a grant/loan system. Students would be eligible for three types of grants: relocation grants, opportunity grants for mature students receiving social assistance and merit grants for academic excellence. The group endorses the idea of a student assistance trust fund open to all students regardless of family income. Under such a scheme, loans would be repaid at a rate representing a fixed percentage of the individual's annual income and collected in conjunction with income tax over an extended period (e.g. 30 years). This fund, supported by a surcharge, would eventually become self-financing. For copies of the report, contact Barb Deters, Director of Communications, Alberta Advanced Education and Manpower, 130 Legislative Building, Edmonton, Alberta, T5K 2B6; telephone (403) 427-7160.

ARUCC MYSTERY PICTURE NO. 1

Who? What?
Where? When?
Why?



Send your answers to Diane Morris, Editor, Mount Saint Vincent University, Halifax, Nova Scotia B3M 2J6.

Nouvelles Regionales du Quebec

Cégep Vanier

Alfred Tucker remplace Joe Rabinovitch qui a été nommé Directeur du personnel.

Cégep de Joliette

Nicole Tardif remplace Gérard Paupé qui a pris sa retraite.

Cégep de St-Jean-sur-Richelieu

Maurice Senneville remplace Nicole Tardif qui a été nommé registraire au Cégep de Joliette.

Cégep de Rimouski

Paul Brassard remplace Guy Mélançon qui est décédé.

Cégep de Gaspé

Le poste de registraire est vacant suite à la nomination de Dominique Thivierge comme adjoint administratif au Directeur des services pédagogiques au Cégep du Vieux-Montréal.

Cégep de Ste-Foy

Bill Donnelly, membre actif au sein du comité exécutif de l'A.R.U.C.C.a été nommé Directeur des Services pédagogiques, ce qui le force à démissionner comme vice-président du comité exécutif.

Quebec Regional News

Vanier Cégep

Joe Rabinovitch, former registrar, had been appointed Director of Personnel. Alfred Tucker had been appointed registrar.

Joliette Cégep

Gérard Paupé, former registrar, retired. Nicole Tardif, former registrar at St-Jean-sur-Richelieu had been appointed registrar.

St-Jean-sur-Richelieu Cégep

Nicole Tardif, former registrar, had been appointed registrar at Joliette Cégep. Maurice Senneville had been appointed registrar.

Rimouski Cégep

Guy Mélançon, former registrar, died. Paul Brassard had been appointed registrar.

Gaspé Cégep

Dominique Thivierge, former registrar, had been appointed Administrative Assistant of the Dean of Studies at Vieux-Montréal Cégep. Registrar seat still vacant.

Ste-Foy Cégep

Bill Donnelly had been appointed Dean of Studies. Consequently, he has to resign as vice-president of Executive committee of the A.R.U.C.C.