

**Seneca**



# **University to College Pathway for Students Not Meeting Academic Progression Requirements in Administrative Studies**

Final Report

ONCAT Project 2015-24

March 2016

## Table of Contents

Executive Summary .....	2
Project Team .....	3
Project Description .....	3
Rational .....	3
Redirect Pathways Model.....	4
Mapping Process .....	4
Accounting Bridge (Summer) .....	5
Proposed changes .....	6
Timeline.....	6
Selection Criteria .....	7
York to Seneca.....	7
Seneca to York.....	7
Advising and Registration Process.....	7
Steps.....	8
Promotion at Each Institution .....	8
At York.....	8
At Seneca.....	8
Success Indicators .....	8
Appendices.....	9

## Executive Summary

Building on their long standing relationship, York University and Seneca College developed a redirect pathway for struggling administrative studies degree students. Administrative studies students who have been required to withdraw from York University will be given the opportunity to complete an Accounting Diploma at Seneca College, where upon successful graduation they will be able to transition back into York University through the summer bridge program to finish the degree in which they began. The project is premised upon university students desire to complete a credential in the field but whose learning needs and style may be better suited in the college environment. For both York and Seneca, the project represents a collective effort to increase student retention in post-secondary education and whose processes serve as a model for other high affinity programs between regional institutions.

Success of this initiative will be dependent on the quality of advising. Identified personnel at York University will meet with students at the end of the first year to discuss this option. Students wanting to avail themselves of the possibility will be directed to a specific academic advisor in the Accounting program at Seneca College who will be able to map out a plan for completion. An admissions person specializing in articulation agreements will process the intake and generate an immediate acceptance. Redirection into Seneca and transition back to York will be completed internally between institutions and the students will not be required to navigate through the respective central application services.

It is expected the redirected students will receive some transfer credit at Seneca for their completed courses, thereby allowing for an individualized course schedule to expedite a return to York University. With multiple intakes each year, the Accounting program is particularly suited for this initiative and students will be able to enroll in any course they require, even ones which would reduce the existing bridge requirement necessary to re-enter York at year three of their original degree program.

Based on the number of students who meet the minimum criteria of successfully completing 6.0 credits at York University in the Administrative studies program, it is expected there will sufficient numbers to make the project viable. Representatives from Seneca and York will meet annually to review and adjust where necessary to ensure the seamlessness of the student movement. The parties have committed to internal communications to help make the program attractive, including informing all Accounting students of the Bridge program developed by York University for an earlier ONCAT funded project. This initiative will also be part of an anticipated multi-institutional research project on redirection tracking and mechanisms in the province of Ontario.

## Project Team

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- Karen Murkar, Chair, School of Accounting and Financial Services, Seneca College
- Kim Michasiw, Professor , Faculty of Liberal Arts and Professional Studies, York University
- Julie Parna, Director, Strategic Academic Initiatives, Office of the Vice-Provost Academic, York University

With support from Matthew Duncan, Support Officer, CRSM, Seneca College.

## Project Description

Although students are admitted into a university Administrative Studies program with excellent secondary school grades, many face consistent and repetitive academic challenges and are required to withdraw. This project aims to provide these students a college transfer pathway option that would allow them to pursue an administrative-studies related diploma program with an opportunity to finish their original degree aspirations.

## Rational

The project builds upon an academic relationship that has existed for several years between the Administrative Studies degree program at York University and the administrative related programs at Seneca College.

University students that have been required to withdraw for academic reasons often continue their post-secondary level studies elsewhere. The purpose of this project is to provide an articulated pathway with a view to balancing the need to support academic progress with a commitment to retain credits earned. The larger goal is to create a pathway that increases students' chances of earning a credential.

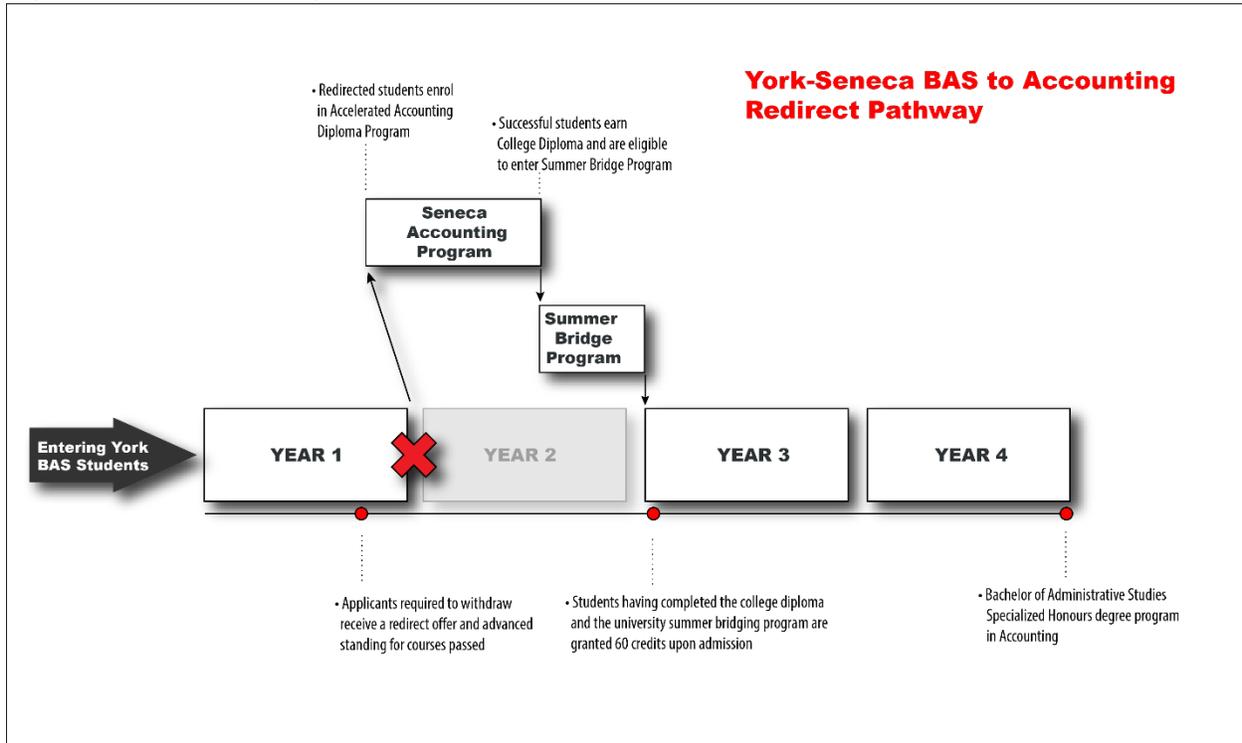
Seneca College and York University utilized a strong working relationship and solid expertise in credit transfer and building transfer pathways to create a series of options to students facing academic challenges in Administrative Studies programs. As these programs are present in most colleges and universities in Ontario, the transfer pathway can be a practical template for the other post-secondary partners to achieve the same goals.

The project would provide academically weak students in the Administrative Studies degree program at York University with another option rather than withdrawal from post-secondary studies. The Accounting diploma program at Seneca College would offer students an academic environment which could be better suited to their learning needs and style and allow for transfer credit for courses successfully completed at York University.

## Redirect Pathways Model

The redirect pathway builds on a previous ONCAT funded project whereby York University built a Summer Bridge Program for two and three year accounting diploma graduates to complete gaps in the curriculum and enter directly into the third year of the Bachelor of Administrative Studies. The diagram below represents the progression for students identified for the redirect pathway.

Fig. 1 - BAS to Accounting Redirect pathway



Embedded in the model are two decision points where the York University student is flagged for advisement based on their lack of success in the degree program. Careful advisement is a critical element of the success of the project and to provide accurate, supportive information for the student. Advisement is discussed further below.

### Mapping Process

The efficiency of the model and the expedience for re-entry to York University is predicated on the number of successful York University credits a student would be able to use towards the completion of the Accounting Diploma program. The departments engaged in a mapping process to identify the course-for-course equivalencies. The prescribed courses for the Accounting Diploma program are laid out in the schematic with the corresponding York University course. Provided the York University courses meet Seneca College's transfer credit policies (completion of the course with a minimum "C" grade), a redirect student can expect receiving transfer credit and shortening the amount of time needed to graduate from the Accounting Diploma program.

Fig 2. Seneca Accounting Program with York Transfer Credit

ACCOUNTING PROGRAM - (ACC) - Newnham Campus with York Transfer Credit				
September, January, May Semester 1 6 subjects	September, January, May Semester 2 6 subjects	September, January, May Semester 3 5 subjects	September, January, May Semester 4 6 subjects	
ACC120 - 4 hrs. Accounting Basics I ADMS2500 1/2	SMS 216- 3 hrs. System Studies I	SMS 315- 3 hrs. System Studies II ADMS2511	ACC 433 - 4 hrs. Managerial Accounting ADMS2510 1/2	ACC533 in ALF 3 yr dip ADMS2510 2/2
QNM 106 - 4 hrs. Math. of Finance	ACC 220 - 4 hrs. Accounting Basics II ADMS2500 2/2	ACC 416 - 4 hrs. Intermediate Accounting Part I	ACC 400 - 4 hrs. Taxation	
BAM101- 3hrs. Business - it's Nature & Environment ADMS1010	QNM 222 - 4 hrs. Business Statistics ADMS2320	ALW381- 3 hrs. Business Law for Accounting ADMS2610	ACC 417 - 4 hrs. Intermediate Accounting	
ISC100- 2 hrs. Intro to Seneca Studies	OBR 250 - 3 hrs. Organizational Behavior ADMS2400	ECN501 - 3 hrs Intro to Principles of Economics - Micro ECON1000	ECN502 - 3 hrs Intro to Principles of Economics - Macro ECON1010	
	MRK 108 - 3 hrs. Marketing I ADMS2200		FIS403 - 3 hrs. Financial Management	
<b>English and General Education Options</b>				
EAC 150 - 3 hrs. College English	General Ed. - 3 hrs. Option NATS, HUM, SoSci		General Ed. - 3 hrs. Option NATS, HUM, SoSci	
		EAC549- 3 hrs. Business Comm for the Digital Workplace		

NOTE: Students in the Accounting (ACC) program must maintain a GPA of 2.0 or higher to remain in the program.

The Accounting program is uniquely structured to support non-standard course timetabling. Because the program accepts a new intake of students in the Fall, Winter and Summer semesters, courses for all four semesters are offered each term. This situation allows for individual timetables which can be constructed by student advisors to expedite the completion of the diploma program for those transfer students from York within this redirect pathway.

## Accounting Bridge (Summer)

York University completed an ONCAT project (2011-13: [www.oncat.ca/index\\_en.php?page=projects](http://www.oncat.ca/index_en.php?page=projects)) whereby graduates of three-year advanced diploma programs and two-year general diploma would be able to enroll in a summer bridging program which would allow entrance into the third year of business degree in accounting. The five course bridging program was intended to help fill specific knowledge gaps necessary for successful completion of the degree but missing from the identified diploma programs. The bridging program was applicable to qualified graduates from all colleges. Yet despite this inclusivity, the program has not operated because of the lack of students.

One major factor is likely the need to enroll on a fulltime basis, in the summer immediately following the completion of fulltime studies in the Fall/Winter academic year. A subsequent fulltime enrolment means

students would not have had a break from school nor would have been able to be employed to support continued education.

The lack of knowledge of the bridging opportunity was identified as an additional factor affecting enrolment, as well as the limited manner in which the program is delivered. The latter was not addressed through this project but York continues to explore other approaches to teaching the bridge. York University will be highlighting the bridge opportunity on its website in a more visible manner; and Seneca College will be actively promoting it through the Degree and Credit Transfer Office material, including a web presence, along with organized classroom visits for graduating students in relevant programs.

### Proposed changes

Specific to this project, it was determined that two of the five required bridge courses could be completed by enrolling in course equivalents at Seneca College. In so doing, a student participating in this redirect pathway could reduce the amount of bridging courses in the summer needed to transition into year three of the Bachelor's degree at York.

A student would be able to enroll in these two additional courses depending on the amount of transfer credit which can be applied to Accounting Diploma program based on the successfully completed courses at York University prior to the redirection. The circumstances would be different for each student. The ability to individualize the curriculum would allow an advisor to map out a specific customized plan to enable a student to maximize the transfer credit back to York and expedite the completion of the diploma and the degree.

The chart below shows the required bridging courses and the course-for-course equivalency of existing and approved Seneca courses

<b>York Mnemonic</b>	<b>York Title</b>	<b>Seneca Equivalent</b>	<b>Seneca Title</b>
<b>ADMB 2510</b>	<b>Management Accounting</b>	<b>ACC 433 + ACC533</b>	<b>Managerial Accounting</b>
<b>ADMB 2511 3.0</b>	<b>Information Systems</b>	<b>SMS216/315</b>	<b>Microcomputer Applications / System Studies</b>
<b>ADMB 3330 3.0</b>	<b>Quantitative Analysis</b>	---	
<b>ADMB 3530 3.0</b>	<b>Financial Management</b>	---	
<b>ADMB 3585 3.0</b>	<b>Financial Accounting</b>	<b>ACC517</b>	<b>Intermediate Accounting II</b>

**Note:** Redirect students are eligible to take a maximum of 2 courses (6 credits), while at Seneca, that can be applied towards the bridge.

## Timeline

Identification and advising of students at York University begins in the Winter Semester to enable the students to enroll at Seneca in the subsequent Fall semester. Students will have the option to begin in the following Winter semester and still have access to the advising and registration process described below. Outside of this time frame, students could apply on their own through OCAS.

## Selection Criteria

### York to Seneca

In each of the last three years there were approximately 50 students at the end of each Fall/Winter session who would be good candidates for this re-direction option. Students will need to have passed a minimum of 6.0 York University credits to be included.

### Seneca to York

Re-entry to York University is subject to the requirements of the established pathway.

Over the last 5 years, 192 Seneca accounting students entered York University. This new redirect pathway may help increase the number of transfer students.

## Advising and Registration Process

Advising is a critical component of the success of the redirection model so connections with designated personnel are important to make the process simple and transparent. In working with the respective registration and admission offices the following procedures and steps will be used in the initial operationalization of this redirect opportunity. The parties all agree to revisit each year and refine where necessary to ensure it continues to achieve the stated objectives.

When the students are redirected to Seneca, they will not have to go through OCAS; and when they return to York they will not have to reapply through OUAC. At Seneca, students will enter directly through Admissions and be assisted by a dedicated person well versed in the specifics of the pathway

The pathway will be open to York redirect students for 2 semesters (Fall/Winter) after having met with the York advisor. Any person outside of this time frame would need to apply through OCAS like a regular student.

When meeting with a York advisor, students will be asked to sign a waiver to allow their information to be shared with Seneca College. A list of those students who provided consent will be sent to Seneca for the academic program advisor to reach out to the potential students and arrange for an appointment. The student will be expected to supply an unofficial printed transcript to the Seneca advisor in order to assess the amount of eligible transfer credits. Following acceptance into the Seneca program, the student will arrange for an electronic transcript to be sent to the Seneca admission office. When the student confirms and enrolls at Seneca, they will be tracked with a unique identifier. In so doing, Seneca can proactively work with the students to facilitate the steps by which they will gain re-entry into York University. Students will apply directly to York for admission into the summer bridge program and will be conditionally accepted back into their program. York University is investigating alternative processes to facilitate and help expedite this manual process.

## Steps

1. At-risk student at York receives notification that he/she must meet with academic advisor. Normally the students are identified after having attempted 24 credits. Advisors, however, may identify potential students after the first Fall semester.
2. Student meets with academic advisor where they:
  - a) Receive information on redirect program
  - b) Sign off for York to share information with Seneca College
  - c) Print unofficial transcript to bring to Seneca
  - d) Arrange to meet with Seneca Advisor
3. In person meeting with Seneca program academic advisor.
  - a) Student is given more information on accounting program and redirect process
  - b) Go through transfer credit checklist to identify transfer credits and those needed for completion of diploma program
  - c) Academic advisor completes form and sends to a designated admissions person.
4. Admissions 'receives' student triggering the release of a bill to the student with the minimum deposit required which allows them to enroll in classes.

## Promotion at Each Institution

### At York

Eligible students will be identified and provided this option through the advising process. Normally the students are identified after having attempted 24 credits. Advisors, however, may identify potential students after the first Fall semester.

### At Seneca

The Degree and Credit Transfer Office will work with the academic area to promote the York bridge to all accounting students. The accounting program academic advisor will connect directly with redirect accounting students to support their transfer back to York University.

## Success Indicators

The launch of the advisement this spring will enable the first students to begin at Seneca in September of 2016. The students will be monitored throughout the process which is facilitated by the exchange of information between York and Seneca granted by the students at the initial advisement. Continued enrolment will be the measure of the project's long term success. The project will also be participating in an anticipated multi-institutional research project on redirection tracking and mechanisms in the province of Ontario. By participating the parties will be able to understand the motivation of participating students and use the knowledge to continually refine the process.

# Appendix

## A.1 Accounting Redirect Checklist

# Seneca

## Accounting Redirect Credit Map

### ACCOUNTING PROGRAM (ACC)

Semester 1	York Equivalency	Transfer Credit Granted
Accounting Basics I	ADMS2500 (1/2)	<input type="checkbox"/>
Mathematics of Finance	---	---
Business – It's Nature & Environment	ADMS1010	<input type="checkbox"/>
Introduction to Seneca Studies	---	---
College English	---	---

Semester 2	York Equivalency	Transfer Credit Granted
System Studies I	---	---
Accounting Basics II	ADMS2500 (2/2)	<input type="checkbox"/>
Business Statistics	ADMS2320	<input type="checkbox"/>
Organizational Behavior	ADMS2400	<input type="checkbox"/>
Marketing I	ADMS2200	<input type="checkbox"/>
Gen. Ed. Option	NATS, HUM, SoSci	<input type="checkbox"/>

Semester 3	York Equivalency	Transfer Credit Granted
System Studies II	ADMS2511	---
Intermediate Accounting I	---	---
Business Law for Accounting	ADMS2610	<input type="checkbox"/>
Intro to Principles of Economics - Micro	ECON1000	<input type="checkbox"/>
Business Communications for the Digital Workplace	---	---

Semester 4	York Equivalency	Transfer Credit Granted
Managerial Accounting - ACC433	ADMS 2510 (1/2)	<input type="checkbox"/>
Taxation	---	---
Intermediate Accounting II	---	---
Intro to Principles of Economics – Micro	ECON1010	<input type="checkbox"/>
System Studies III	---	---
Gen. Ed. Option	NATS, HUM, SoSci	<input type="checkbox"/>

ACF 3yr Diploma	York Equivalency	Transfer Credit Granted
Managerial Accounting- ACC533	ADMS 2510 (2/2)	<input type="checkbox"/>