

ARUCC newsletter

VOL. 1. NO. MAY 1982

Newsletter of the Association of Registrars of the Universities and Colleges of Canada
Bulletin de L'Association des Registrars des Universités et Collèges du Canada

PRESIDENT'S COLUMN

BRUCE SMART

President's Message

I HOPE MANY OF YOU ARE PLANNING TO JOIN US IN MONTREAL FOR THE 1982 ARUCC CONFERENCE. At that time, in addition to the regular business meeting, we have scheduled a session on the role of ARUCC in our professional lives. Those of you who are interested in the development of ARUCC as a viable profession association should plan to attend. The present Executive will be proposing some initiatives and I am sure the nominees for the next executive will be listening carefully.

I AM HAPPY TO REPORT THAT THE EXECUTIVE COMMITTEE HAS CONCLUDED AN AGREEMENT WITH AUCC FOR CERTAIN SERVICES. These include the printing and distribution of CONTACT (the editorship will continue to reside with the Executive, however), membership administration, accounting services, assistance with conference planning and arrangements, and maintenance of contact with federal government agencies. We expect that this agreement will improve our ability to respond to such developments as the Income Tax Deduction Form (the infamous T2202) and that it will also serve to put the internal administration of the Association in a more secure footing. The fee for these services is \$3,000. per year and the Executive feel it is a real bargain!

I hope that there will be further discussion of ARUCC during the Conference. In the meantime, I will look forward to welcoming you in Montreal on June 20th!

Bruce Smart
Concordia University

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**1982-84 ARUCC EXECUTIVE
CALL FOR NOMINATIONS**

The current ARUCC Executive struck a Nominations Committee during April Executive Meetings in Halifax. Nominations for the following positions should be forwarded to:

Robert Stead, Director of Admissions
and Chair, ARUCC Nominating Committee
Acadia University
WOLFVILLE, Nova Scotia

Positions open are:

- President
- Vice-President (President Elect for 84-86) 2 year term
- Vice-President 1 year term
- Secretary-Treasurer
- Atlantic Representative
- Quebec Representative
- Ontario Representative
- Western Representative

One of the Area Representatives will be designated Publications Co-ordinator, with the primary responsibility of editing CONTACT, or, contact your area nominations representative:

Atlantic Region - Dr. Barry Beckett,
University of New Brunswick at St. John

Quebec - Guy Langevin

Ontario - Kevin Andrews, University of Toronto

Western - Valerie Nielson
Vancouver Community College (Langara)

NOTICE:

EXTRA COPIES OF THE ARUCC 1980 CONFERENCE PROCEEDINGS ARE AVAILABLE ON REQUEST FROM:

Ainsley Towe
Brock University
St. Catherine's, Ontario

Word processing and modern office technologyrequest for contributions.
Vic Chapman, Associate Director of Admissions at Carleton, asked me to pass this request on to the ARUCC membership.

D. Morris, Editor

Dear Diane:

As your readers will see from the preliminary program, one of the sessions at the '82 Conference is on WORD PROCESSING AND MODERN OFFICE TECHNOLOGY. I am co-ordinating that session and I would like to take this opportunity to solicit the help of other members of the Association with that presentation.

More specifically, I would like to hear from anyone who would be willing to speak on one of the following topics -

1. Word Processing: Especially any unique applications or potential areas for development.
2. Electronic Mail: The scope here is quite broad and could range from internal systems to the benefits of using commercially available systems such as that offered by Bell Canada.
3. Micro-Computer based PBX : (Interconnect telephone systems). Again, the topics here could range, from an individual office point of view to a general, overall organizational concept.

Time is growing short, so I would appreciate hearing from those who are interested in these topics by telephone at 613-231-4373.

Yours sincerely,

Victor Chapman
Carleton University

ARUCC MEMBERSHIP REPORT

-as of March 30, 1982

	<u>Institutions</u>	<u>Members</u>
Alberta	15	42
British Columbia	17	43
Manitoba	8	10
New Brunswick	7	12
Newfoundland	3	9
Nova Scotia	11	21
Ontario	48	112
Prince Edward Island	2	2
Quebec	19	44
Saskatchewan	<u>6</u>	<u>17</u>
Totals:	136	312
Comparison, 1980-82	(124)	(267)

NOTICE OF MOTION FOR ANNUAL MEETING

ADD TO THE CONSTITUTION, ARTICLE III - TERM OF OFFICE AND DUTIES OF THE EXECUTIVE COMMITTEE, SECTION IV THE FOLLOWING:

"HE SHALL SECURE THE APPROVAL OF THE PRESIDENT ON ALL BILLS BEFORE PAYMENT AND SHALL ARRANGE TO HAVE AN AUDITED FINANCIAL STATEMENT PRESENTED TO THE BIENNIAL MEETING."

OUTLINE OF AGREEMENT BETWEEN

ARUCC and AUCC

by

L.A. Towe
Secretary/Treasurer, ARUCC
Associate Registrar, Brock

During the past two years the Executive has been concerned with the viability of ARUCC as a professional organization. In particular, it has focused its concern on specific services it can provide to the individual members. Many suggestions were put forward and one of these has already been implemented - the job-posting clearing house. To date, two institutions have taken advantage of this as a medium of advertising vacancies within their organizations. As was reported in the last issue of CONTACT, another proposal is the establishment of a task force on records management. With the signing of an agreement with AUCC to provide secretariat services, a professional directory of personnel within the Registrar's Office will be provided. In addition to these items, several others are under discussion. One is the creation of a circulating box of training materials available to Registrar's Offices on request for a specified period of time. Another is a Standing Committee on Foreign Document Assessment. Each of these proposals will be brought forward at the General Meeting for a more extended discussion. In addition to the above suggestions, the executive spends a good deal of its time monitoring the process of the Local Arrangements and Program Committees established to prepare and present the Biennial Meetings.

To accomplish these goals it has been, and remains, the conviction that these services, as well as expenses incurred for executive and Standing Committee responsibilities, should be provided from the general funds of the organization. Over the past two years there has been a marked increase in both the number of institutional and individual memberships from 124 to 136 and 267 to 312 respectively. This has generated membership income of approximately \$15,000 over the 2 year period. In order to provide the services listed above it is necessary that the present budget be increased significantly.

The following budget will be presented to the membership at the General Meeting.

PROPOSED BUDGET 1982/83
(DOUBLE PRESENT REVENUE)

EXPENDITURES

Secretariat	\$ 3,000.
Office Expense	1,500.
Professional Development Activities	4,700.
Travel	7,500.
Translation	500.
TOTAL EXPENDITURES	<u>\$17,500.</u>

REVENUE

Fees	\$16,000.
Interest	1,500.
TOTAL REVENUE	<u>\$17,500.</u>

Balance at beginning and end of period approximately \$2,000.

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In order to achieve such a budget it is proposed to alter the current fee schedule of \$50. per institution and \$10. for each additional individual membership to a sliding fee schedule whereby the fee, on an annual basis, is based on revenue from operating government grants and student fees. Coupled with the institutional fee, would be a specific number of members allowed per institution. It is therefore proposed that the following fee schedule be presented for approval at the annual 1982 annual meeting.

PROPOSED SCHEDULE OF FEES
1982-84

Fees shall be determined from time to time by resolution of the Executive Committee and subject to the approval by members at the general meeting. The proposed fee schedule is as follows:

Revenue from operating Government Grants and Students Fees (\$000's)	Institutional Fees	Number of members per institutional fee
\$ 000,000 - \$ 1,999	\$ 50	1
2,000 - 4,999	75	2
5,000 - 9,999	100	3
10,000 - 19,999	125	5
20,000 - 49,999	175	7
50,000 - 99,999	250	10
100,000 - and over	300	12
-associate membership	50	1
-membership fee for additional individual members (regular or associate beyond the number outlined for each category - \$25.		

PRELIMINARY ANNOUNCEMENT

ARUCC CONFERENCE 1984 - HALIFAX

The Executive of ARUCC has accepted an invitation from Dalhousie University, Halifax, to host the 1984 biennial conference. The decision was not hard to make since the established rotation calls for the conference to be held in Atlantic Canada in that year, and the only offer received was from Dalhousie.

The conference will be held on June 27th, 28th and 29th. Preliminary plans call for most of the formal activities to take place in the Weldon building, on the corner of University Avenue and Edward Street. Accommodation for participants will be available on the campus, and rooms have been reserved in the Lord Nelson Hotel, which is a few minutes' walk from the Weldon Building.

The Programme Committee will be headed by Bernie Liengme of Saint Francis Xavier University. It is expected that an announcement of the theme will be made in June at the 1982 conference.

Diane Morris of Mount Saint Vincent University will be Chairman of the Entertainment Committee. The work of this Committee will involve the organization of activities for those who accompany the registered participants, as well as the non-formal programme for participants.

Arnold Tingley and his colleagues at Dalhousie will be responsible for the general organization, including the mailing of information, registration and so on.

Any of the above will welcome comments and suggestions. Further details will be announced later.

Of interest to Members.....

From the AUCC:

The following is a list of Peruvian Universities which issue degrees and diplomas that are recognized by the Peruvian government.

RELACION DE LAS UNIVERSIDADES DEL PAIS QUE OTORGAN DIPLOMAS DES GRADOS Y TITULOS

1. Universidad Nacional Mayor de San Marcos
2. Universidad Nacional de San Antonio Abad
3. Universidad Nacional de Trujillo
4. Universidad Nacional de San Agustín
5. Universidad Nacional de Ingeniería
6. Universidad Nacional de San Luis Gonzaga
7. Universidad Nacional San Cristóbal de Huamanga
8. Universidad Nacional del Centro del Perú
9. Universidad Nacional Agraria
10. Universidad Nacional de la Amazonía Peruana
11. Universidad Nacional Técnica del Altiplano
12. Universidad Nacional Técnica de Piura
13. Universidad Nacional Técnica de Cajamarca
14. Universidad Nacional Pedro Ruiz Gallo
15. Universidad Nacional Federico Villarreal
16. Universidad Nacional Hermilio Valdizán
17. Universidad Nacional Agraria de la Selva
18. Universidad Nacional Daniel Alcides Carrión
19. Universidad Nacional de Educación "Enrique Guzmán y Valle"
20. Universidad Nacional Técnica del Callao
21. Universidad Nacional José F. Sánchez Carrión
22. Universidad Nacional de Tacna
23. Universidad Nacional de Ancash "Santiago Antúnez Mayolo"
24. Pontificia Universidad Católica del Perú
25. Universidad Particular Peruana Cayetano Heredia
26. Universidad Particular Católica Santa María
27. Universidad Particular del Pacífico
28. Universidad Particular de Lima
29. Universidad Particular San Martín de Porres
30. Universidad Particular Femenina del Sagrado Corazón
31. Universidad Particular Inca Garcilaso de la Vega
32. Universidad Particular de Piura
33. Universidad Particular Ricardo Palma

And a request for information:

ASSOCIATION OF UNIVERSITIES AND COLLEGES OF CANADA
151 Slater Street, Ottawa, Canada K1P 5N1

Mr. Bruce Smart
President
Association of Registrars of Universities
and Colleges of Canada
Registrar's Office
Concordia University
1455 de Maisonneuve Blvd., W,
Montreal, P.Q. H3G 1M8

Dear Mr. Smart:

I have recently been requested by a Canadian Faculty of Engineering to give them some indication of how Canadian universities generally evaluate diplomas from Mexican regional technological institutes (Institutos Tecnológicos Regionales) for admission purposes. It would also be helpful to know what kind of credit might be given for diplomas given by the Mexican national polytechnic (Instituto Politecnico National).

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If you have any information on the recognition given by the Canadian universities to courses and diplomas offered by the above-mentioned institutions, I would be grateful if you would share it with me.

Yours sincerely,

(Mrs.) Gail Larose
Director
International Relations Division