

**Vice-President's Academic Council (VPAC)
Standing Advisory Committee on Educational Technology
for Teaching and Learning (ETTL)**

Vision and Purpose

The purpose of the Committee is to provide input and advice to VPAC and to the Technology Planning and Management Committee (TPMC) regarding the applications and priorities for the use of educational technology for teaching and learning.

Time frame

The Committee is a "standing" body and will continue at the discretion of VPAC and with the advice of the Faculties.

Membership

The Committee is a faculty committee of VPAC. One faculty member will be drawn from each of the *Faculty Educational Technology Committees* and one from the Department of Student Development Educational Technology Committee. The Coordinator, Educational Technology will be the Chair of the Committee. The Committee may invite other non-members to participate and contribute to its work. One Dean will serve as the VPAC liaison with a second Dean serving as an alternate. Both Deans will be the VPAC representatives to TPMC/ETF. One member from Learning Resources will sit as a non-voting member.

Terms of Reference

The Committee will focus its efforts on technological issues that affect the overall instructional environment at the College. They are as follows:

1. Participating in cross-college educational technology planning processes including:
 - a. development of strategic directions and tactical plans by the various Ed Tech committees in the Faculties
 - b. providing input for college funding submissions for Educational Technology applications
2. Gathering information and writing up findings related to educational technology at the college.
3. Communicating regularly
 - a. with VPAC, TPMC, and ETF (via the Chair)
 - i. about findings suggested by committee research
 - ii. about strategic directions in teaching and learning practice that may impact College educational technology decisions
 - b. with the Faculties (via each area representatives to the committee)
 - i. about current and emerging information (professional and scholarly) on the application of educational technology (including BCcampus developments)
 - ii. about research carried out by the committee

4. Working with Douglas Development and the College-wide Professional Development Committee on the content and timing of faculty professional development regarding communications and information technologies.
5. Providing input about Standards and Quality Measures to be applied to the use of communications and information technologies within the educational environment.

Authority

The Committee draws authority from VPAC to carry out its responsibilities, including the necessary decision making associated with its responsibilities.

Limitation of Authority

The Committee is not a governing committee.

The Committee is not a program committee

The Committee is not an independent planning committee.

Consultation Process

The Committee will carry out its work on the basis of a consultative model within the College and externally when deemed necessary.

Performance Evaluation

The Committee, with VPAC, will review its performance at the end of its first year and make amendments as deemed necessary. Thereafter, the Committee's performance will be reviewed every two (2) years.

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