

Minutes of Vice President's Academic Council (VPAC)
9:00 a.m. Friday, March 7, 2008
NWC Room 6103

Present: Jan Carrie (Chair), Julie Crothers, Laureen Dailey (Recorder), Kathy Denton, David Duke, Joy Holmwood, Ted James, Mike Tarko, Sandy Vanderburgh

Regrets: Rosilyn Coulson, Jan Lindsay

Guests: Susan Witter, Carole Compton-Smith, Bob McConkey, Cheryl Jeffs, Brenda Welock

1.0 APPROVALS

1.1 Agenda

Item #3.1 was postponed to allow time for President Susan Witter to provide a budget update and to participate in discussions around a possible campus closure during the 2010 Olympics. The agenda was approved as revised.

1.2 Minutes

The minutes of February 22, 2008 were approved as circulated.

2.0 BUSINESS ARISING

2.1 Budget

S. Witter updated Deans on the 08/09 budget situation and advised AVED is meeting with all college/university Presidents next week to give them their budgets and the number of new FTEs to expect. Discussion followed.

2.2 VANOC Campus Closure

Discussion took place on whether or not to cancel classes during the 2010 Olympics. S. Witter advised Vancouver Community College is shutting down. If Douglas did cancel classes, the loss of classroom time could be managed by extending the reading break and/or promoting service learning. A decision needs to be made by October so it can go forward to Education Council this fall. Deans reported on initial feedback from their FEC's:

LLPA – 60/40 in favour of shutting down; still have questions about availability of transit

Sci & Tech – strongly in favour of closure; not of compression but an extended year

C&BA – HORM students could be involved in VANOC activities as well as marketing

HSci – supportive of closure with compressed week at the beginning of the year or extended at the end of the year

StuDev – need to get back the time lost; could eliminate reading week and extend end of year by one week

H&SS – mixed feedback

CFCS – wants to know more about transit and possible service learning opportunities

It was noted that sufficient turnaround time between semesters is needed for the Registrar's Office. **S. Witter will take VPAC's initial feedback to Senior Management Team. Deans are to consult further with their FEC's and come prepared to the next meeting to make a motion on cancelling classes during the 2010 Olympics.**

3. NEW BUSINESS

3.1 Fundraising Connections to Community & Education – Deferred

3.2 Concept Papers

Simulation in Health Sciences

M. Tarko presented this concept paper which looks at developing faculty expertise and integrating simulation into the Health Sciences curriculum. One hundred computer-based scenario programs came with the simulators, but they are US based so need to be adapted for our curriculum. The concept paper is not for a program, but rather for very specialized, innovative training. **VPAC accepted the concept paper for Simulation in Health Sciences.**

On-line Certificate in Hospitality Management

J. Crothers advised this on-line certificate would offer students the flexibility to receive a Certificate in Hospitality Management without having to be in the cohort program, which is more structured. Another advantage of the on-line certificate is if a student fails a course in the cohort, they can take an on-line course to keep them moving forward in their studies. **VPAC accepted the concept paper for on-line delivery in Hospitality Management.**

Collaborative Bachelor of Science in Biology (with UCFV)

S. Vanderburgh explained this concept paper is in response to significant growth in the Biology Department, and plans to expand the offerings required for upper level courses in Biology by 2009. Courses would be offered at Douglas College. **VPAC accepted the concept paper for a Collaborative Bachelor of Science in Biology (with UCFV).**

EASL for Health Sciences

T. James advised this is a foundation program geared for groups of students who are currently underrepresented in the Faculty of Health Sciences, particularly EASL students. The program would teach students the language skills needed for DC Health Sciences programs and requires no new FTE. **VPAC accepted the concept paper EASL for Health Sciences.**

Information Literacy Courses on Blackboard (WebCT)

C. Compton-Smith informed the focus of this concept paper is to change two existing Library courses to WebCT courses in order to reinvigorate delivery of Information Literacy instruction to students. Current demand is low but the online delivery would allow the Library to offer the courses to other institutions. BCcampus doesn't teach courses as specific or have the same research focus. Courses are not university transferable at this time. **VPAC accepted the concept paper Information Literacy Course on Blackboard (WebCT).**

BA CYC On-line Courses

A rationale statement was provided for the proposal to develop on-line delivery of three courses in the CYC degree program. The main purpose is to allow students to continue to work in the field while attending studies on a more flexible schedule. **VPAC accepted the proposal for Bachelor of Arts in Child and Youth Care On-line Courses.**

Following review of all concept papers, discussion was held on the current process, flow and content of concept papers in conjunction with the strategic development fund applications. **It was agreed that the concept paper/strategic development funding process should be discussed at the June VPAC retreat.**

3.3 Scholarly Activity Funding Approvals

S. Vanderburgh presented the scholarly activity funding recommendations for the Spring 2008 call. Seventeen proposals totaling \$36,616.75 were approved. One proposal was not funded.

General comments of note:

- All Faculties were represented
- 6 proposals were for new research
- 11 proposals were for presentations
- 2 proposals involve the Scholarship of Teaching and Learning
- 2 proposals involve sister institutions

Moved: D. Duke/S. Vanderburgh

That the scholarly activity funding recommendations as presented be approved with the recommendation that the Scholarly Activity Funding Approval Committee (SAFAC) revisit the funding criteria to address issues such as recycling presentations, using funds for travel costs, and requiring the submission of a CV.
Carried.

ACTION: S. Vanderburgh will prepare a memo to T. Whalley, Scholarly Activity Coordinator, outlining VPAC's recommendations related to the funding criteria for SAFAC's consideration.

3.4 **Update on Collaborations with UCFV**

J. Holmwood presented a draft framework for Collaborative Agreements between Douglas and UCFV for VPAC's feedback. J. Lindsay and UCFV counterparts are in agreement with the direction of the document. Once approved, the framework will guide our present and future collaborations with UCFV, and lay the groundwork for the development of a wider consortium of post-secondary institutions in the Fraser Valley. **ACTION: Deans are to email their feedback to J. Holmwood over the next couple of weeks and be prepared to discuss the framework at the next meeting.**

3.5 **David Lam Campus Open House**

M. Tarko has sent a planning grid for space needs for the May 1st David Lam Campus open house to Deans for their response.

3.6 **Academic Planning SWOT Discussions with The Training Group (TTG) and Continuing Education (CE)**

As part of the process for updating the current Academic Plan, representative groups from across the college are being invited to VPAC meetings to participate in SWOT discussions. B. McConkey, Director, TTG, Brenda Welock, C&BA CE, and Cheryl Jeffs, CFCS CE, attended today's meeting to provide input from their unique perspectives on our strengths, weaknesses, opportunities and threats relative to our academic planning. Patricia O'Hagan, HSci CE, and David Munro, Sports Institute Faculty Programmer, submitted written comments. **A summary of these discussions and comments has been captured in a separate document, and will be considered in formulating the academic planning themes that will frame our new Academic Plan.**

4.0 **INFORMATION**

There were no information items.

5.0 **COMMITTEE REPORTS**

High School Contacts – J. Holmwood advised that Douglas College is part of a Student Transition Consortium Steering Committee with Coquitlam, Burnaby and New Westminster

school districts and BCIT. The ad for a Regional Student Transition Coordinator's position has been posted and they hope to hire this person by the end of the month.

Academic Affairs – S. Vanderburgh reported Academic Affairs is working with Hazel Postma, Foundation Office, to establish a Speakers Bureau where the community can access speakers on a particular topic. Academic Affairs will develop a separate Experts List.

Next meeting: March 20/08, 8:30 a.m., NWC Boardroom

The meeting adjourned at 12:30 p.m.