

**VICE PRESIDENT'S ACADEMIC COUNCIL (VPAC)**

**MINUTES**

**Friday, March 11, 2011 9.30 am**

**4900 K**

**Present:** Thor Borgford, Robert Buller, Jan Carrie, Kathy Denton (Chair), Gary Tennant, Silvia Wilson, Tom Whalley, Anne Gapper (recorder)

**Regrets:** Catherine Carlson, Ted James, Joy Page, Meg Stainsby

**Guests:** Bruce Kadonoff, Trish Rachfall, Kristin Wagner, David Wright

**1. Follow Up**

**1.1 Vacation/PD Recording**

Thor Borgford presented an Excel spreadsheet based on a tool used in Health Sciences.

**1.2 FEC Terms of Reference**

After further discussion a couple of changes were made. The finalized document will be sent to Education Council for discussion.

**2. Approvals**

2.1 The agenda was approved as presented

**3. Decisions Required**

**3.1 Therapeutic Recreation Degree and Diploma Revisions**

Trish Rachfall attended the meeting to speak to this item. She explained that revisions to the two programs were required in order to meet certification requirements some of which are required for 2013. She provided a schedule which showed the phasing in of the changes. Content has been added to the current two credit courses to increase them to three credits; this was a recommendation from DQAB.

Trish confirmed there is still a strong demand for therapeutic recreation at both the diploma and the degree level. The Department was very proud of the fact that 100% of their students last year achieved certification. In response to a question she confirmed that THRT 4704 would be open to be an elective for Health Science students.

VPAC approved the revisions as presented.

**3.2 Research & Scholarly Activity Applications**

David Wright attended the meeting to speak to this item. He reported that 22 applications had been received this round. The Research & Scholarly Activity Committee (RSAC) had supported 12. Six were conference presentations and 6 were research applications. Two time releases had been supported.

VPAC supported and approved the RSAC recommendations for funding. Moved by Robert Buller, seconded by Jan Carrie.

During ensuing conversation, the following points/suggestions were discussed:

- David confirmed that the third call had been added to the Research & Scholarly Activity Fund (RSAF) terms of reference. The deadline will be May 15.
- He reported that the Committee have decided to set a minimum number for an application to be approved when ranking them. VPAC were in support of this decision.
- The RSAC had requested direction from VPAC with regard to time release.
- It was agreed by all that student support from this Fund would only be provided if it was clear the student(s) were research assistants. Students cannot apply for funding.
- It would be helpful if the Research & Scholarly Activity Committee could put on a workshop on how to write and submit a proposal.
- It was agreed that the RSA applications should provide seed money with the expectation that faculty apply externally for research grants in the future as their research program grows.
- Feedback to applicants who did not succeed could consist of showing where they ranked in relation to other applicants using a percentile score.

### **3.3 Foundation Year**

After discussion several changes were made to the Foundation Year document. It was explained that the foundation year was intended for students who are not totally certain as to which path they are taking. It is not intended for first year diploma programs. This document will now go to SMT and Education Council for information.

### **3.4 Academic Integrity**

Bruce Kadonoff and Kristin Wagner attended the meeting to speak on behalf of the Academic Affairs Committee. They reported that the Committee had been working on a draft Academic Integrity Policy since the Fall 2009. VPAC agreed that there is a need for change and it was stressed that there was a need for academic integrity education. Kathy Denton requested that Bruce identify in the accompanying memo to the Education Council Policy Committee, that there are some details that will still need to be clarified.

VPAC agreed to support requesting the Edco policy committee to review this draft policy.

## **4. Discussion**

### **4.1 Credentials Awarded at Douglas College Policy**

Jan Carrie spoke to this item. The request was to establish a CE Diploma credential, currently CE only awards Certificate. After discussion VPAC supported the creation of a CE Diploma if it achieved a similar standard to an academic diploma.

VPAC also agreed to supporting the request to remove “Certificates will identify number of hours” from the CE graduation policy and suggested add “and from the graduation document “.

VPAC were in support of these requests being sent for consideration to Edco’s Policy Committee.

#### 4.2 **Recognition of Faculty**

Kathy Denton indicated that the Celebration of Teaching, Learning, Research & Scholarly Activity would not be held this year. She asked for feedback on how best to recognize faculty for research and for program innovation and success. She felt that independent occasions for each would be more appropriate. VPAC discussed ACCC processes which could be replicated. It was agreed that recognition of research would be discussed more later.

### 6. **Reports**

#### 6.2 **Deans Reports**

- Robert Buller indicated he would be opening up the Case Teaching/Learning workshop to other faculties.
- Silvia Wilson reported that Providence Health Care HCS program will be purchasing one of Health Sciences Health Care Support Worker courses which will be delivered on site.

The meeting adjourned at 1.15 pm