

VICE PRESIDENT'S ACADEMIC COUNCIL (VPAC)

MINUTES

Friday, April 1, 2011 9.30 am

New Westminster Boardroom

Present: Thor Borgford, Robert Buller, Catherine Carlson, Kathy Denton (Chair), Ted James, Meg Stainsby, Gary Tennant, Lori Townsend, Tom Whalley, Anne Gapper (recorder)

Guests: Nancy Constable, Wayne Ratcliffe

1. Approvals

1.1 The agenda was revised as follows:

- 4.3 Bookstore ordering – removed
- 2.1 Recording Vacation/PD Time – added
- 4.5 New Faculty Orientation – added

1.2 The January 7, 2011 minutes were approved as presented

1.3 The February 4, 2011 minutes were amended and the approved as amended

1.4 The February 18, 2011 notes were approved as presented

2. FOLLOW UP

2.1 Recording Vacation/PD Time

Thor will meet with Employee Relations to ensure this document is compliant with the collective agreement and he will then distribute electronically to VPAC for final approval.

3. DECISIONS REQUIRED

Nothing to report

4. DISCUSSION

4.1 NITEP Field Office

This meeting will be held on April 15 at 2.00 pm.

4.2 Terms of Reference for Full Faculty Meetings

There was discussion about how frequently full faculty meetings occur and what topics are discussed. It was concluded that each Faculty is different and the process reflects what suits that Faculty best.

4.3 Program Development and Implementation Funding Envelope (PDIFE)

Kathy Denton provided a schedule of the Letters of Intent that had been received for the above Funding Envelope. She gave SMT's feedback and asked for input from the Deans. She explained that the PDIFE full program proposal was less rigorous than the current program development

full program proposal. Feasibility studies will be provided by the College for those applications which will proceed to the next step. The next call for PDIFE will be in September.

Kathy requested that VPAC provide feedback on the process to date.

5. **INFORMATION/ANNOUNCEMENTS**

5.1 **Threat Assessment Training**

Nancy Constable attended the meeting to invite VPAC to the Level 2 Threat Assessment training by Kevin Cameron on August 29/30, 2011. There is a 100 person limit and invites will be e-mailed.

5.2 **BCcampus**

Wayne Ratcliffe, Coordinator of OADM, attended the meeting to speak to this item. He is also Chair of the Applied Business Technology – Office Assistant Program (ABT/OA) which has been providing Provincial curriculum for 12 years. Wayne provided background on what has happened over the years indicating that there are currently inequities in the degree of involvement of the various colleges and universities. ABT/OA have developed an Online Collaborative Memorandum of Understanding which will become a template for other programs within BCcampus. This MOU will ensure more even participation by the member colleges and universities. It will be a positive change for Douglas. VPAC supported the draft document.

6. **Reports**

6.2 **Dean's Reports**

- Gary Tennant requested feedback for the number of faculty potentially attending the New Faculty Orientation, including contract faculty.
- Gary attended the Provincial Deans for Human Services meeting. A representative from the Ministry attended also and indicated that they wanted work and consult with the human service deans.
- Commerce & Business will be offering a "Thinking on your Feet" 2 day program this Spring.
- Lori Townsend had attended Health Sciences Deans and Directors meeting. The Ministry had indicated that they were aware of the issues with the provincially funded clinical placements system.

The meeting adjourned at 12.30 pm.