

**Academic Planning Bulletin # 9**  
Friday, December 16, 2005

*Hello all,*

*I expect you are all busy with final marking, grade submission and the multitude of end-of-term activities, while looking forward to a very well deserved break. I certainly hope that the holiday season provides you with time to relax, reflect, connect with family and friends, and engage in a number of your favourite activities.*

*Academic terms, by their very nature, are busy and intense and this past term has been particularly full as we have moved forward with implementation of new programs and structures outlined in the Academic Plan. Prior to leaving for the holidays I would like to bring you up to date on some implementation activities related to the Academic Plan.*

**Academic Signature Steering Committee**

*The Academic Signature Steering Committee has now been established and the Committee has had an initial meeting. Members of the committee are: Sean Jones, Gail Tibbo, Diana Bergmann, Tom Whalley, Annie Marquise, Bruce Hardy, Susan Smythe, Sandra Hockstein and Anna Jajic (EDCO rep). Bruce Hardy has been elected Chair of the Committee.*

*The Committee will meet again early in the New Year to begin the work of developing processes and tools that will guide integration of the Douglas College Academic Signature(DCAS) into all course and program curriculum. This Committee will work directly with Faculty-based Signature Committees or FEC Signature Sub-Committees that have recently been established in each of the Faculties/Departments. The Academic Signature Steering Committee will guide the following activities: confirmation of Academic Signature credential levels, confirmation of course and program templates that identify Signature competencies, establishment of communication links between the DCAS Steering Committee and Faculty-based Signature Committees, development of processes for continuous monitoring and updating of the DCAS, establishment of guidelines for a comprehensive Academic Signature assessment tool, and recommendation of changes to the Douglas College credential policy to include the DCAS credential.*

*As the Steering Committee develops recommendations for tools and processes to be used in implementing the Academic Signature these will be forwarded to Education Council for review and approval through the academic governance process.*

**Bachelor of Therapeutic Recreation and Recreation Health Promotion Site Visit**

*On December 5<sup>th</sup> a day long degree site visit was held on the David Lam Campus. A three member panel, comprised of individuals from the Universities of Dalhousie, Calgary and Victoria, spent the day interviewing college administration and support staff, faculty, students, Advisory Committee members and Therapeutic Recreation professionals.*

*The panel reviewed the proposed curriculum and the College's institutional capacity for supporting degree level instruction. The visit was very successful and the panel provided verbal indication that they will recommend support for the degree to the Degree Quality Assessment Board (DQAB). Based on the verbal feedback we have received we are proceeding with plans to offer this degree this September.*

***Chair/Coordinator Meeting***

*As I have said before, I believe Chairs and Coordinators hold a very key, pivotal position within the academic structure. Chairs and Coordinators serve as the hub of connection and communication between students, faculty and administration. Last year I initiated direct communication with Chairs and Coordinators by sending out periodic academic planning bulletins. This year I would like to expand on this communication by initiating a once per term (fall/winter) meeting with all Chairs and Coordinators. Faculty-based Administrative Officers and Deans will also be invited to attend.*

*As we grow in size and complexity I feel it is important to periodically bring Chairs and Coordinators together to review academic and operational issues that are common across all Faculties/Departments. February 1, 2006 from 4:00 - 6:00 pm has been set as our first Chair/Coordinator meeting date. A follow-up notice that outlines the agenda and location of the meeting will be sent out to Chairs and Coordinators in early January.*

*In closing I would like to wish you all a restful and joyous holiday and all the best in the New Year.*

*Jan Lindsay,  
Vice President, Education*