

**Minutes of Vice President's Academic Council (VPAC)**  
**Friday, April 20, 2007 at 9:00 a.m.**  
**NWC Room 6103**

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**In Attendance:** Jan Carrie, Lauren Dailey (Recorder), Kathy Denton, Joy Holmwood, Ted James, Jan Lindsay (Chair), Lorna McCallum, Sandy Vanderburgh

**Regrets:** Rosilyn Coulson

**Guest:** Guangwei Ouyang, Director, International Education

ITEM	ACTION
<p>1.     <b>Approvals</b></p> <p>1.1    The agenda was approved as distributed.</p> <p>1.2    The minutes of March 23, 2007 were approved as distributed. The minutes of April 5, 2007 were approved with the addition of the following sentence to item #2.1 – Space Planning: “Discussion focused on the need for faculty office and student space.”</p>	
<p>2.     <b>Business Arising</b></p> <p>2.1    <b><i>Space Planning</i></b>  Further discussion took place on space planning issues for faculty and staff. Space planning guidelines are in the process of being finalized by SMT.</p> <p>2.2    <b><i>Academic Signature &amp; Citations</i></b>  K. Denton received clarification from the Academic Signature Steering Committee that the decision to apply the Academic Signature to all levels of programs (including citations) was left with VPAC. Discussion ensued on how to apply the Signature to short programs in an achievable way. <b>K. Denton and T. James will develop specific wording to clarify the expectations of meeting the Academic Signature at lower levels.</b></p>	KD/TJ
<p>3.     <b>New Business</b></p> <p>3.1    <b><i>Budget</i></b>  J. Lindsay advised that the 2008/09 budget was approved at Board last night and that Deans can proceed with their FF &amp; E orders and postings for new positions.</p> <p>3.2    <b><i>International Education Strategic Directions and Tactical Plan</i></b>  G. Ouyang joined the meeting to discuss strategic directions/tactical plan for international education, as well as to share recommendations he has received from the Douglas College community. He focused his presentation on scholarships for Canadian students who wish to pursue their studies overseas. Scholarships totaling \$27,000 are available for distribution in 2007, and are accessible to students planning to study overseas and to faculty for field studies/practicum work overseas. G. Ouyang asked Deans for their help in developing affiliations with educational institutions in English speaking countries, and in shifting the direction of international education to our students and faculty members – not just international students. G. Ouyang was invited</p>	

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<p>to the May 1<sup>st</sup> academic plan/tactical planning session to talk about how international education objectives can fit into the Education Division tactical planning.</p>	
<p>3.3 <b><i>Student Research &amp; Involvement in Classroom &amp; Field Activities</i></b> S. Vanderburgh reported on discussions at the March Academic Affairs meeting regarding student research. The Committee was receptive to the idea of hosting a student research day at Douglas College (tentatively in March 2008). L. McCallum advised that she and T. Whalley, Scholarly Activity Coordinator, will be preparing a proposal for Academic Affairs to allocate scholarly activity funds for student research.</p>	LM/TW
<p>3.4 <b><i>Requirement of Grade 12 Provincial Exams</i></b> J. Lindsay informed Deans that, since VPAC's decision to continue to require the Grade 12 provincial exams for the 2007/08 academic year, it now appears that SFU is not going to require the provincial exams. JanL asked Deans to take the new information provided by the Registrar's Office back to their faculty for further discussion and possible change in decision. <b>This item will come back to a future VPAC meeting for final decision.</b></p>	Agenda
<p>3.5 <b><i>Application Stats</i></b> VPAC reviewed the application comparisons in limited enrolment programs for Fall 2004 – Fall 2007 provided by the Registrar's Office. It was noted that although the number of new applications is dropping, the number of students returning is actually increasing, and that summer open enrolment numbers appear to be up.</p>	
<p>3.6 <b><i>Humanities 101 and other courses that rely on Guest Lectures</i></b> K. Denton raised the issue of inequity in guest lecture class sizes, marking responsibilities and honoraria paid. Discussion took place on current practices in the different Faculties. VPAC agreed that, for the four courses that have guest instructor lecture formats, consistency be established by setting a 35 class size limit and \$250 honorarium. Instructors can work out the details of marking responsibilities, length of class, etc. <b>J. Lindsay will meet with M. Exmann over this issue and share VPAC's discussions.</b></p>	JL
<p>37 <b><i>PNUR BSPN Degree Program Design Changes</i></b> M. Tarko addressed the proposed permanent program revision to the Bachelor of Psychiatric Nursing degree (BSPN), specifically to remove the directed study course, reduce the Geriatric Theory and Assessment course from 3 credits to 1.5 credits, and alter the sequence of 4 courses. These are no-cost changes. <b>VPAC approved the proposed permanent program revisions to the BSPN degree in going forward to EDCO.</b></p>	
<p>3.8 <b><i>Dean Support Group Reports</i></b> Deans reported on their support group meetings where they have been sharing best practices, offering advice on academic issues, and gaining helpful insight on work matters. Support groups will switch around in September.</p>	

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<p>4. <b>Information</b></p> <p>4.1 <b><i>Response to Langara CE Fraud Issue</i></b>  JanL advised that College Board members have been assured that this kind of fraud could not happen at Douglas College as we do not contract to companies. Individuals hired by the College must meet with Employee Relations so there is always a face to the name.</p>	
<p>5. <b>Committee Reports</b></p> <p>5.1 <b><i>High School Contacts</i></b></p> <ul style="list-style-type: none"> <li>• T. James is exploring opportunities for special needs students to pick up a college experience.</li> <li>• J. Lindsay reminded Deans of the April 25<sup>th</sup> articulation meeting which is intended to build relationships with the school districts, and initiate ideas on how to link together to provide a better transition experience for students.</li> </ul> <p>5.2 <b><i>Provincial Articulation Meetings</i></b>  <i>BCCAT</i> – J. Lindsay and K. Denton are presenting on the collaborative degree with UCFV at the April 27<sup>th</sup> BCCAT symposium.</p> <p><i>Provincial Deans/Directors (H &amp; HS)</i> – J. Carrie reported Human Services Deans are trying to be more strategic and collaborative in looking at key issues such as community living, child care cuts, and child protection/ welfare. They are frustrated that Ministry reps are not coming to their meetings. J. Holmwood advised of a proposal in the province, which is being driven by other provincial programs, to look at whether Psych Nursing should exist or not; the Health Deans are continuing to fight this.</p> <p>5.3 <b><i>VPAC Standing Committees</i></b>  <i>Academic Affairs</i> – L. McCallum advised that <i>Concourse</i> is proceeding with the model approved by VPAC to provide .5 coordination time for the publication. They hope to be back on track with a Fall publication. <i>Concourse</i> will be part of CMO's work plan and the Scholarly Activity Coordinator will also be involved.</p> <p>5.4 <b><i>Education Council</i></b>  EDCO elections for 2007/08 have taken place. Susan Meshwork was re-elected for Chair and Graeme Bowbrick elected for Vice-Chair.</p> <p>5.5 <b><i>CE/TTG</i></b>  The Training Group made a presentation to Board last night. J. Lindsay suggested that TTG be invited to the May 1<sup>st</sup> academic plan/tactical planning session to provide input into future planning.</p>	
<p>6. <b>Next meeting:</b> May 11, 2007, 9:00 a.m., Room 6103</p>	
<p>7. The meeting adjourned at 12:30 p.m.</p>	