

**Minutes of Vice President's Academic Council (VPAC)
Friday, February 9, 2007 at 9:00 a.m.
Room B3051, DLC**

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

Regrets: Ted James

ITEM	ACTION
<p>1. Approvals</p> <p>1.1 The agenda was approved with the addition of #3.9 – Registered Employment Internship Program Agreement.</p> <p>1.2 The minutes of January 26, 2007 will be approved at the next meeting.</p>	Agenda
<p>2. Business Arising</p> <p>2.1 <i>High School Provincial Exam Changes</i> Deans discussed this issue further following consultation with their FEC's. Some faculty questioned the value of the exams and students' learning, and expressed concerns about the impact on student numbers. Others stressed the importance of maintaining quality and standards and sending a clear message with regard to our degree granting status. The general consensus was that Douglas College should continue to require the provincial exams. J. Lindsay will prepare a statement outlining VPAC's position that Douglas College continue with past practice (i.e. requiring Grade 12 provincial exams) in regard to this matter. The statement will also outline alternatives available to students who do not have a provincial exam score as a component of their Grade 12 grade for required pre-admission and pre-requisite courses.</p>	JanL
<p>3. New Business</p> <p>3.1 <i>Budget</i> J. Lindsay provided a budget update and reported on the Higher Learning Symposium which she attended on February 8th.</p> <p>3.2 <i>FF&E Rankings</i> Revisions were made to the final FF&E requests and approved for submission to Finance.</p> <p>3.3 <i>CSIS Proposal for New Diploma Program</i> R. Coulson presented a proposal for new diplomas in the Computing Science and Information Systems (CSIS) Department, noting the new programs will address the needs of students and industry as well as offer students specialties. She added the programs have utilized existing sections and offer more communications courses. It was felt that the academic signature section is confusing and R. Coulson will work with K. Denton to clarify this. It was also noted that students transferring to university will have options in the type of math they take.</p>	RC/KD

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<p>3.4 <i>Faculty Policies Reorganization</i> J. Holmwood gave a verbal report of a preliminary meeting with J. Carrie and R. Coulson to look at reorganizing faculty policies to tie in more with College policies. One suggestion was to develop a blanket statement that indicates more specific policies can be found within the individual departments. The group will meet again to discuss further.</p>	JH/RC/JC
<p>3.5 <i>Retention Indicators</i> As a follow-up to discussions at the last SEMC meeting on consolidating data for enrolment management, J. Lindsay noted there are a number of items that aren't accurate indicators of retention; e.g. academic failure rate, faculty peer review, student-faculty evaluation. She asked Deans to think about the most appropriate indicators for assessing retention in closed enrolment and open enrolment programs, and to bring their feedback to the next SEMC meeting.</p>	Deans
<p>3.6 <i>CHERD Training for Chairs/Coordinators</i> R. Coulson reported she had contacted CHERD and they are interested in offering specific training for Chairs and Coordinators. She will distribute a list of topics that CHERD normally includes, and obtain a quote on a specialized workshop to be held at Douglas. A two-day, on-site workshop during the first or second week of June was suggested.</p>	RC
<p>3.7 <i>Plagiarism Software</i> Plagiarism detection software (e.g. Turnitin.com or MyDropBox.com) was discussed last year but no action was taken. J. Lindsay asked Deans if they considered it a serious enough issue to move forward with, noting no software needs to be purchased but a user fee applies. Opinions were varied. VPAC agreed to delay a decision until further information on how the software works is received from Piotr Kisiel.</p>	Future Agenda
<p>3.8 <i>Online Course – “Marketing Yourself”</i> R. Coulson asked Deans for their thoughts on obtaining a license for an online course and textbook called “Marketing Yourself”. The 200-level credit course (from Concordia University) guides students through the process of applying basic marketing skills. There was general interest in the course and R. Coulson will investigate related costs.</p>	RC
<p>3.9 <i>Registered Employment Internship Program Agreement</i> J. Lindsay presented a draft Registered Employment Internship Program Agreement which she explained would set Douglas College apart from other institutions by guaranteeing employment for students to a certain degree. Feedback included:</p> <ul style="list-style-type: none"> • focusing on degree programs initially • concerns around the costs in preparing those graduates • managing the issues of meeting employers' expectations <p>Deans were asked to give this initiative some thought for future discussion.</p>	Deans

ITEM	ACTION
4. Information There were no information items.	
5. Committee Reports – Deferred	
6. Next meeting: Feb. 23/07, 9:00 a.m., Room 6103	
7. The meeting adjourned at 12:35 p.m.	