

Minutes of Vice President's Academic Council (VPAC)
9.00 a.m. Friday, March 20, 2008
NWC Boardroom

Present: Jan Carrie, Ros Coulson, Kathy Denton, David Duke, Anne Gapper (Recorder), Jan Lindsay (Chair), Mike Tarko, Sandy Vanderburgh

Regrets: Ted James

Guests: Liz McCausland, Kyle Baillie, Blaine Jensen, Trish Angus, Lou Rene Legge, Piotr Kisiel, Brad Barber, Sean Kelly, Hazel Postma

1.0 APPROVALS

1.1 Agenda

Item 3.6 BCIT Nursing was added to the agenda under New Business.

1.2 Minutes

The minutes of March 7, 2008 were approved with a revision to item 3.6.

2.0 BUSINESS ARISING

2.1 VANOC Campus Closure

Discussion took place on whether or not to cancel classes during the 2010 Olympics. CBA did not want the closure as they felt that most volunteer positions had been filled. J. Lindsay questioned this. S. Vanderburgh said he was encouraging faculty to build the Olympics into class assignments. M. Tarko put forward a motion:

VPAC recommends the suspension of classes for the 2 week period of the Olympics and to reduce the semester to a 13 week semester and add 5 additional instructional days at the end of the semester.

The Motion was passed.

There was lots of discussion and airing of dissenting points of view; the majority carried the decision.

3.0 NEW BUSINESS

3.1 Academic Signature Steering Committee Update

E. McCausland, Chair of the Academic Signature Steering Committee, reported that the Committee had worked on procedure during the Fall; this had progressed smoothly. The departmental assistants now have word versions online. She reported that the committee was focusing on getting 'cornerstone' courses online; eg. ENGL 1130, as examples so faculty can use them as references.

The major focus of the Committee this Spring is faculty development. In May and June Douglas Development will be running sessions to assist faculty with how to complete the form. There will also be working sessions so faculty can bring their own templates and forms so they can fill them in at the session. The Committee is trying to indicate that the process is not onerous. The longer term goal of the committee is to create interest groups.

The Committee is getting feedback now that faculty members are using the forms and it is looking at making some changes. It is currently aware that maybe some categories could be redefined. The Committee would like to encourage Deans to talk to their FECs to encourage feedback to the Committee. They are planning to re-examine and evaluate all the feedback received in June. It was suggested that the process for refining parts of the Academic Signature should be on the web; K. Denton suggested that a feedback button be added to the webpage. In response to a question from R. Coulson if Committee members would be available to go to individual faculties, E. McCausland agreed this would be no problem at all.

K. Denton advised that within her faculty she had a meeting with a representative from each department; this seemed to encourage faculty to complete the forms and had been useful as there were a lot of similarities between the departments. The conversation on how to develop the forms had been very helpful. She also advised that there was a need to understand that departments are working on this to provide an accounting or description and not that students have to meet these criteria.

J. Lindsay indicated that another phase of the process would be to get the information out externally. She asked the steering committee to think about the timing of this and as to where the information could be shared; eg. conferences, etc. She also suggested that a history of the process could be recorded so this also could be presented at conferences.

It was decided that E. McCausland would talk to S. Meshwork to see if a permanent agenda item could be added to the Education Council meetings for periodic reports from the steering committee, 2 or 3 times a year, to Education Council.

3.2 **Name Change for Geology Program**

S. Vanderburgh explained that they wanted to align this department in to the BC context and the name change meant that this department would now encompass environmental science courses. This item had been added for information only.

3.3 **Credential Completion Fund Guidelines**

J. Lindsay advised that books and travel had not been approved this time round. After discussion it was agreed that this fund should pay for tuition only. S. Vanderburgh inquired if the differences in amounts should be defined. It was agreed that, as the criteria could vary year

to year depending on the overall demand for the funding, it was best to keep the guidelines flexible.

3.4 **Academic Planning SWOT Discussions**

As part of the process for updating the current Academic Plan, representative groups from across the college are being invited to VPAC meetings to participate in SWOT discussions. K. Baillie, Office for New Students, Brad Barber and Sean Kelly from CMO, Blaine Jensen, VP, L R Legge, T Angus and P Kisiel from Education Services attended today's meeting to provide input from their unique perspectives on our strengths, weaknesses, opportunities and threats relative to our academic planning. **A summary of these discussions and comments has been captured in a separate document, and will be considered in formulating the academic planning themes that will frame our new Academic Plan.**

3.5 **Fundraising Connections to Community & Education**

H. Postma explained that she had two roles. External relations involved promoting and advocating the College within the community.

The Foundation and Alumni is the fundraising aspect of her position. She oversees 230 endowments and 80 annual funds. Donations can be made to the Foundation via payroll deduction and donors will receive a tax receipt.

She confirmed that she was happy to work closely together with regard to Community Service Learning. She is able to access Big Online, a data base of foundations willing to fund, on a free trial basis for a month. It was agreed that she would try to get this for May and asked that a representative from each faculty be available to search the data base. All the deans expressed interest.

She explained that grants that are not given for a second time is usually because of the lack of recognition to the granter and the Foundation can help with this. She explained the difference between sponsorship grants and charitable donations. Generally, corporations/businesses who sponsor a project do not receive charitable tax receipts. J. Lindsay asked if a project fund could be set up to allow flexibility and honorariums could be donated into this and they could be specified as to where they would go. She confirmed that donations could be used to buy equipment but she was going to investigate if donated funds could be used for wages. She also confirmed that personal donations cannot be used to build up a personal PD fund; the funds have to be for the general good and cannot be a direct benefit to the person who is donating. The terms of reference are key and Hazel is willing to help with these.

3.6 **BCIT Nursing Program**

M. Tarko advised that \$1.4 million had been allocated for a 3 year consecutive curriculum which provided for paid work experience in years 2 and 3. The Ministry of Health is looking at an accelerated 3 year program and M. Tarko was to meet with the deputy minister to explore models. This would be the same program but the students would get more work experience with consolidated practice experience at the end of years 2 and 3. J. Lindsay advised that this will affect other areas as electives will be taken up front.

M. Tarko advised that representatives from the health authorities were meeting to look at specialty nursing education. BCIT is the only college that provides this right now. These will be post degree programs and they are in early discussions about what is needed: perinatal, acute care and OR. These specialty programs would be offered through CE and be offered once a year. The health authorities are currently paying for classes, tuition and books. There is a forecasted upcoming shortage on top of the current shortage of specialists. OR specialists could be seconded from the health authority to teach the classes. Douglas College already has faculty who specialize in perinatal and acute care.

D. Duke advised that LLPA were developing a Health Issues in Literature 3rd year course.