

Minutes of Vice President's Academic Council (VPAC)
Friday, May 22, 2009, 9:00 a.m.
NWC Room 6103

Present: Julie Crothers, Laureen Dailey (Recorder), Kathy Denton, David Duke, Keith Ellis, Jan Lindsay (Chair), Joy Page, Mike Tarko, Gary Tennant

Guests: Paul O'Connor, Sharon Smith, Cheryl Segaric, Gail Tibbo

Regrets: Robert Buller, Jan Carrie, Ted James

1. **APPROVALS**

1.1 **Agenda**

The agenda was approved with the following additions:

#4.2 – SAAF Notes, May 13/09

#4.3 – Deans' Boot Camp Date

It was noted that the Feasibility Study and Full Program Proposal for the BBA Marketing Major (item #3.5) were coming forward for approval – not the Concept Paper as indicated on the agenda.

1.2 **Minutes**

The minutes of May 8, 2009 were approved with a minor wording change to item #3.8 – UBC English Requirements.

2. **BUSINESS ARISING**

2.1 **BCCAT Symposium Proposals**

Discussion took place on the submission of two or three Douglas presentations for BCCAT's 2009 Degree Partnership Symposium being held on Nov. 5/09. It was agreed to submit proposals on the collaborative Bachelor of Performing Arts degree and the dual admissions agreements with Simon Fraser University and Thompson Rivers University. Another possibility is the collaborative human services agreement with the University of Calgary. K. Denton advised BCCAT has expressed interest in a separate Autism presentation.

ACTION: D. Duke will follow-up with the BPA institutional partners and with J. Carrie regarding the Autism and U of Calgary presentations; K. Denton will follow-up with SFU and TRU.

2.2 **3-Year Program Planning**

Each Dean indicated the top two to four program priorities for their Faculty over the next three years, providing rationale for why they're important for the college. Further in-depth discussion about programs and available resources will be held at the June 17th VPAC Retreat. One observation made was that we need to bridge elective options between the various degrees.

ACTION: Deans are to check with Dean Jensen in Finance to confirm FTE numbers. The three open enrolment Deans will meet with G. Ouyang, International Education, and email J. Lindsay the number of new sections coming up.

3. NEW BUSINESS

3.1 E TTL Report – Hybrid Course Application Rankings

P. O'Connor, Ed Tech Coordinator, presented E TTL's ranking of the seventeen applications received to participate in the Hybrid Development Course for 2009-10. Funding is available for ten people. The course will require a commitment of 4-6 hours/week in the Fall term. If people ranked from 1-10 can't commit or want to delay/withdraw, Paul will go on to the waitlisted names. It is hoped that those who take the course will be a resource for others down the road. The Hybrid Development Course will not preclude other faculty from developing hybrid courses on their own. It was noted there is a Masters in Education in IT offered by UBC; interested faculty should let their Dean know who will speak to the VP Education about possible funding.

ACTION: P. O'Connor will commence next week with contacting the first ten people and getting their commitment for the Fall Hybrid Development Course.

3.2 School District/College Course Transfer

S. Smith, Regional Student Transition Coordinator, joined the meeting to discuss how we can link our courses with high school courses. She shared a media release she received regarding such an initiative in the Alberta school system. Sharon also provided information on the process for getting courses approved by the Board of Education and offered in high schools. Comments included:

- these courses are usually more general interest (don't receive transfer credit) and are taught by high school teachers
- caution to be careful with linkages to universities (e.g. SFU) and to understand how they fit into the BCCAT system
- good recruiting tool – could offer modified courses or partial credits

It was agreed that this initiative is worth exploring further before approaching the school districts. Sharon will follow-up with Burnaby School District to see if any courses can be modified to bring students to Douglas. Suggested courses include Associate of Arts in Forensics, Computing, Law and Sport Science. Could offer high school students who take these courses advanced placement.

S. Smith also reported on the Educational Pathways and Connections event held April 28th at Douglas College. A suggestion has been made that Douglas hold Open Houses where students can sit in on classes and connect with Douglas students. Deans were not strongly supportive of this idea due to limited class size. It was agreed that Sharon will contact faculty directly regarding student transition ideas and that everything should be passed by the Dean.

3.3 Nursing Department Curriculum Review

M. Tarko advised of changes to the Bachelor of Science in Nursing curriculum guides that will shift the BSN program design credits by an increase of three credits. 2009-10 will be a period of transition as the Department of Nursing undergoes a broader curriculum review process. Mike introduced Dr. Cheryl Segaric who is leading the curriculum review and change process for the Department of Nursing.

3.4 BSN Program Design

C. Segaric provided an in-depth explanation of the changes to the Bachelor of Science in Nursing program. Highlights included:

- purpose is to reduce fractional workloads
- changes are temporary measures until engaged in the full curriculum review
- changes reflect increases/decreases in seminar or clinical hours
- strengthening liberal arts component
- aiming to reduce credits from 137 to as close to 120 as possible
- moving ahead to EDCO as a curriculum revision in June
- Fall 2010 is the goal for implementation of Semester 1

J. Lindsay suggested that the memo to EDCO clearly outline the process, indicate the planned reduction of credits in future, and include implementation dates.

ACTION: VPAC was supportive of the changes to the BSN program.

3.5 BBA Marketing Major – Feasibility Study and Full Program Proposal

G. Tibbo provided an overview of this new stream for the Bachelor of Business Administration, noting there are three degree options:

1. Marketing Management Option – no new courses required
2. Marketing Management Option – 3 new courses included
3. Professional Services and Sales Option

Gail advised market research shows many students who enter junior marketing jobs do not have business savvy, so a series of four workshops in Personal Effectiveness have been built into the program to address this need and to create a niche for the Douglas College marketing options. Also included are language options and professional development in industry so that students are job ready when they leave Douglas. In summary, the BBA Marketing Major is low cost/risk, responds to industry and student demands, and is consistent with strategic directions.

Discussion followed regarding the different options, online courses, academic signature, and strength of feasibility. It was noted that this degree complements other C&BA degrees and does not require huge resources. In terms of the DQAB review, it was felt the program would be more solid if it included the additional three courses.

MOVED: M. Tarko/G. Tennant

To approve the Feasibility Study for the Bachelor of Business Administration Marketing Major.

Motion carried.

VPAC recommended that the Full Program Proposal for the BBA Marketing Major go forward to Education Council with the enhanced option of development of three new courses (Option 2).

3.6 Managing Probation Appeals

It was raised, with the Registrar's Office realignment, if Deans should be the ones reviewing probation appeals (i.e. full academic probation) instead of going to the

Registrar's Office. The argument is a matter of consistency. It was suggested that appeals be directed toward the appropriate Dean, especially with regard to open enrolment appeals.

ACTION: It was agreed to have Deans manage probation appeals as a pilot for the summer/fall period and to revisit later. Deans will work with the Registrar's Office to get a sense of demand and to work out procedures. J. Lindsay will report back to B. Jensen on this item.

3.7 **Transition Planning**

J. Lindsay advised the new President will be meeting with Directors and Deans at the July 14th SMT meeting. She suggested that Deans have a separate meeting with the President in early September to have strategic discussions related to future directions, CAFD's fit into academic plan, program review and renewal (accountability), etc.

4. **INFORMATION**

4.1 **Further to Future of SoTL Discussions**

An email from Lin Langley regarding responses to the Future of the Scholarship of Teaching and Learning Discussion Paper was provided, as well as a document in response to specific questions raised about the SoTL Discussion Paper. Deans were asked to put the material on FEC agendas for ongoing healthy discussion and debate regarding the future of SoTL.

4.2 **SAAF Notes, May 13/09** – provided for information

4.3 **Deans' Boot Camp Date**

S. Meshwork, Chair of Education Council, has offered to provide general training for Deans on the process of bringing materials forward to EDCO. **The date of Thurs. Sept. 24/09 from 1:30-3:30 p.m. was chosen for this session.**

5. **COMMITTEE REPORTS** – no reports

6. **Reminders**

Deans were reminded of the June 3-4 graduation ceremonies.

7. **Next Meeting:** Wed. June 17th Retreat, Granville Island Hotel, 8:30-3:00 p.m.

8. **Adjournment**

The meeting adjourned at 12:45 p.m.