

**Minutes of Vice President's Academic Council (VPAC)  
Friday, May 31, 2007 at 9:00 a.m.  
NWC Room 6103**

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**In Attendance:** Rosilyn Coulson, Laureen Dailey (Recorder), Kathy Denton (until 11:00am), Joy Holmwood (until 10:00am), Ted James, Jan Lindsay (Chair), Sandy Vanderburgh  
**Regrets:** Jan Carrie, Lorna McCallum

ITEM	ACTION
<p>1.     <b>Approvals</b></p> <p>1.1    The agenda was approved with the addition of #3.7 – BC Student Loan Eligibility.</p> <p>1.2    The minutes of May 11, 2007 were approved as distributed.</p>	
<p>2.     <b>Business Arising</b></p> <p>2.1    <b><i>Computer Use Policy Feedback</i></b>  The policy wording is being clarified to address areas around privacy and security of employee computer accounts. Deans reported receiving no additional concerns regarding the new computer use policy other than those already passed on to the VP Educational Services.</p> <p>2.2    <b><i>Celebration of Teaching, Learning, Program Innovation &amp; Scholarly Activity</i></b>  Positive feedback on the May 17<sup>th</sup> event was received from participants and attendees. Client &amp; Learning Services (CLS) has offered to assist in the planning and organization of next year's event. J. Lindsay met with Jamie Gunn to discuss CLS's potential involvement. A meeting will be held in the Fall with CLS reps and VPAC reps to initiate planning for the 2008 Celebration of Teaching, Learning, Program Innovation &amp; Scholarly Activity. It was suggested that the criteria for receiving a program innovation award be reviewed before next year's event.</p>	
<p>3.     <b>New Business</b></p> <p>3.1    <b><i>Bachelor of Applied Music – Full Program Proposal</i></b>  E. Hannan and B. Barrington presented the proposal for a Bachelor of Applied Music, noting that it still lacks letters of support and final approval of curriculum guidelines. Discussions centered around program breadth and direction for students planning to enter the PDP program, re-naming of the “teaching” stream to eliminate confusion, and offering a general Music degree for a two major Music degree. Recommendations were made to improve these areas and to strengthen the overall proposal. <b>Support for the Bachelor of Applied Music was given provided the areas of concern are addressed before moving forward to SMT and EDCO. J. Lindsay will send an email summary of today's discussions and recommendations to the group.</b></p>	JL

ITEM	ACTION
<p>3.2 <b><i>Advanced Citation in Disability &amp; Applied Behaviour Analysis – Feasibility Study</i></b>  L. Woods and N. Watkins presented the Feasibility Study for the Advanced Citation in Disability &amp; Applied Behaviour Analysis. L. Woods commented that they anticipate the Advanced Citation will appeal to people who already have a degree, and that Ministry and employer expectations for higher qualifications will increase demand for the program. VPAC expressed concerns around market sustainability, flexibility of course scheduling, the amount of requested coordination time, and the program delivery mode. <b>It was agreed to defer a decision on the Advanced Citation until the June 15<sup>th</sup> meeting when the Dean of CFCS will be present.</b></p>	<p>June 15 agenda</p>
<p>3.3 <b><i>Review of Professional Development Provided to Employees of Douglas College</i></b>  VPAC briefly discussed the professional development review document currently being circulated for feedback, and were generally supportive of the new directions being proposed.</p>	
<p>3.4 <b><i>Faculty Policies Reorganization</i></b>  J. Lindsay asked that all Deans look at their departmental policies to ensure that they fit under the College policies. The goal is to get all policies updated and cross-referenced in time for the October 2007 EDCO meeting.</p>	<p>Deans</p>
<p>3.5 <b><i>June 15<sup>th</sup> Retreat Agenda</i></b>  Key agenda items for the June 15<sup>th</sup> retreat include budget planning and updating of multi-year plan, review of the Education Division organizational structure document, discussion of scholarly activity accomplishments and future planning, and discussion of strategic directions and review of Faculty and Education Division tactical plans.</p>	
<p>3.6 <b><i>Registering Closed Program Students in Open Enrollment Courses</i></b>  Deferred.</p>	<p>Agenda</p>
<p>3.7 <b><i>BC Student Loan Eligibility</i></b>  T. James advised that the Ministry of Advanced Education has implemented a policy whereby if a student in a program is not a grade 12 graduate, or is 19 years or older, everyone in that program is ineligible for a student loan. The Ministry is willing to make exceptions to the policy in trades programs only. <b>T. James will provide full details to J. Lindsay so that a letter can be sent to the Ministry from the Senior Academic Administrators Forum (SAAF) expressing their concerns regarding the impact of this policy.</b></p>	<p>TJ/JL</p>
<p>4. <b>Information</b></p> <p>4.1 <b><i>Education Operations Forum (EOF) Minutes</i></b>  The minutes of the May 28<sup>th</sup> EOF meeting were not available.</p>	

ITEM	ACTION
<p>5. <b>Committee Reports</b></p> <p>5.1 <b>High School Contacts</b> – no report</p> <p>5.2 <b>Provincial Articulation Meetings</b>  <i>BC Deans of Technology</i> – S. Vanderburgh reported that the BC Deans of Technology has formulated a response to the Campus 2020 report as it relates to the technical fields. The BC Association of Technicians is going to lobby government to push for targeted FTE’s for technical vocations.</p> <p>5.3 <b>VPAC Standing Committees</b>  <i>Academic Signature</i> – The Academic Signature Committee has revised the academic signature brochure. The group is preparing to head off as a team to the Greater Expectations Institute in Burlington, Vermont from June 20-24 to look at implementation plans.</p> <p>5.4 <b>Education Council</b> – S. Vanderburgh replaces J. Carrie on Education Council.</p> <p>5.5 <b>CE/TTG Coordination Committee</b> – R. Coulson reported the committee has recommitted to keeping the lines of communication open. Both groups are restricted in terms of new daytime programs due to space constraints.</p> <p>5.6 <b>Infosilem</b> – J. Lindsay advised Infosilem will be at Douglas College on June 20-21 to initiate implementation of the new timetabling software. Deans are to hold the morning of June 20<sup>th</sup> in order to attend.</p>	<p>Deans</p>
<p>6. <b>Next meeting:</b> Fri. June 15<sup>th</sup> (Retreat), 9-3:30 p.m., Eaglequest Coyote Creek</p>	
<p>7. The meeting adjourned at 12:40 p.m.</p>	