

**VICE PRESIDENT'S ACADEMIC COUNCIL (VPAC)**

**MINUTES**

**Thursday, December 17, 2009 9.00 am**

**New Westminster Boardroom**

**Present:** Thor Borgford, Robert Buller, Catherine Carlson, Jan Carrie (Chair), Kathy Denton, David Duke, Ted James, Joy Page, Gary Tennant, Lori Townsend, Silvia Wilson, Anne Gapper (recorder)

**Guests:** Scott McAlpine, John Higenbottam, Chris Worsley

**1. Approvals**

**1.1 Agenda**

Winter vacations and CEIT outages were added to the agenda

**1.2 Minutes**

The Minutes were approved as presented.

**2. Business Arising**

**2.1 Preferential Admission**

Information outlining a historical overview of preferential admission was handed out at the meeting (attached). It was discussed that until the policy is changed, programs would be able to take away the preferential admission requirements on a one time only basis and as this was opening up admission requirements; one year's notice would not be required. Deans were recommended to contact B Walton as soon as possible to indicate changes for the Spring. It was discussed that the language within the current policy was opaque and needed to be more transparent. It was suggested that the policy could be amended to read 'first qualified, first admitted'.

**3. New Business**

**3.1 Strategic Planning Update**

Scott McAlpine attended the meeting and gave an update on the latest status of the strategic planning process. He discussed the issues that Douglas College would be facing in the future. This included discussion around the results of the Environmental Scan, which indicated that post-secondary enrolments from high school would begin to decrease after 2010; and the place of Community Colleges in the post-secondary system, especially since the establishment of the new Universities. Also included in the discussion were the areas in which Douglas had great strength, such as international opportunities and enrolments, the Training Group and Continuing Education. Strategic planning questions and context pieces will be posted on the website early in the New Year and the President will be encouraging Douglas employees to get involved in focus groups with themed discussions.

There was general discussion around areas that could be developed at Douglas, including university transfer, applied degrees and post degree diplomas. It was agreed that it would be beneficial for the President and VPAC to have another venue when this discussion could be continued.

### 3.2 **Clarification on Funding Service Courses**

Chris Worsley attended the meeting to provide input on this topic. K Denton reported that for some time there had been discussion in her Faculty around providing courses for other areas in the College. Humanities and Social Sciences now provide these courses without requiring sections coming from other areas. She felt that it was important to become more interdisciplinary without the perception that an area is subsidizing another area. She also felt that, as much as possible, it was important to open up opportunities for students and to enrich their experiences by offering a range of courses rather than a specific course.

Chris stressed how important it is, when developing new programs, to be realistic at the very beginning with what is required with regard to sections. She stated that sometimes extra funds may not be required as students can infill existing courses but she also indicated that if areas need more sections because existing sections fill up, then they probably can be found from somewhere in the budget.

Chris added that an advantage of a Faculty providing a service course from their own budget would mean that they will not have their funding cut for that course if it was no longer needed by the other area and the section can then be applied to other areas within that Faculty. The current practice seems to work best.

### 3.3 **Psychosocial Rehabilitation Feasibility Study**

K Denton indicated that although the document included in the agenda package indicated it was a *Draft Program Proposal and Feasibility Study* it should have read 'Feasibility Study' and she would send around an amended cover sheet to reflect this. She also handed out a sheet showing the proposed budget.

Kathy introduced John Higenbottam, the program developer. John has been a member of the Canadian Mental Health Commission for 2 years and is a member of the Canadian Alliance on Mental Illness & Mental Health. His experience in these groups provides him with a unique opportunity and insight.

John explained that there is a shift worldwide to evidence based practices. In North America this shift is led in part by the Mental Health Commission. Psychosocial Rehabilitation (PSR) practices are evidence based practices and have been shown to reduce the rate of hospitalization of mental health patients by up to 50%. The United States have had major training programs for several years and these are now beginning to appear in Canada. The PSR program is aimed at two groups, those already working in mental health areas and new mental health workers who will be required to work in these areas in the future.

The program includes practical training and Vancouver Coastal Health Authority has already expressed interest in providing practicum situations. Delivery is proposed to be some face to face instruction and some distance delivery (hybrid).

In response to questions John clarified the following points:

- There is strong support from the field in BC, including support for developing a post baccalaureate program
- There is estimated to be demand for a substantial number of workers in this field even though the Health Authorities have had significant cutbacks.
- The program is designed to provide students with a Certified Psychiatric Rehabilitation Practitioner Credential (CPRP) which is an international credential.
- This program would be a good fit for students graduating from SFU and UBC with psychology degrees.
- He was not aware of any other institution in Western Canada who was beginning to look at developing programs in this area – it was suggested that this information be added to the Full Program Proposal.

Concerns raised were:

- That there may be an overlap with the CFCS Co-occurring Disorders program. John agreed that there was an overlap but pointed out that concurrent disorders, although mentioned, were not included as a focus in this program.
- There was a question as to whether this should be a Citation rather than a Diploma based on the Douglas College Credentials Policy.
- It was pointed out that it was important to differentiate the target market for this credential as there is always concern about competing for the same students.
- HSci programs with mental health focus would like an opportunity to discuss this proposal.
- A meeting should be set up with CFCS and HSci to discuss this proposal and to provide feedback.

VPAC supported that the Feasibility Study be forwarded to SMT. Motion presented by R Buller, Seconded by D Duke. All in favour

- ACTION:**
- 1. J Carrie to investigate why the DC Credentials Policy differs from the DQAB template**
  - 2. J Higenbottam and C Carlson would meet with Chairs, Coordinators and Facilitators from CFCS and Health Sciences to explain the program further and have conversations around laddering, overlap in other areas and concerns from other areas.**

#### 3.4 **Budget Updates**

J Carrie reported that there was no new information on the budgets at this date; the process was still taking place. It was suggested that there be smaller group discussions around the budget, such as just the Deans and S McAlpine and K Maynes.

J Carrie explained the Faculty of Developmental Education had decided that it would be their preference to have the new VP Education be involved in the search for the actual Dean which meant that the appointment of the Acting Dean for an initial 8 month period,

had to be decided upon quickly in order to have someone in place at the start of the New Year to enable T James to commence his new duties.

3.5 **Responsibility for Access to Web for Faculty**

T Borgford reported that he would like to be able to have a BCGEU member of his Faculty to have access to Web for Faculty to ensure that students enrolled in labs as well as classes. He had been informed by CEIT that as per the collective agreements, this was not possible. It was pointed out that the Health Sciences Administrative Officer did have access in order to carry out her role within the Faculty.

**ACTION: J Carrie to take a request to B Jensen that Deans be part of the discretionary process for allowing access to Web for Faculty by other members of staff.**

3.6 **Strategy**

R Buller presented a model for Strategic Planning for educational institutions. This had been developed by institutions which have had to compete in a very competitive world. He summarised that it was important not to guess or assume you know answers to the questions of Who? What? and Why? and that it in the present climate it was important to be nimble.

3.7 **Late Registration**

T Borgford reported that the Registrar's Office had indicated that capping enrolment at the end of the first week of classes would have to be college-wide. It was suggested that a trial be put in place for the Winter Semester. There will be a specific date when classes can be capped and it will then be up to the individual instructors whether to allow students to enrol in the 2<sup>nd</sup> week. T James to investigate whether individual courses can be capped and will email later in the day. There were concerns that capping after the first week could adversely affect enrolment.

3.8 **Academic Standards**

Deferred to January 8, 2010 meeting

3.9 **Targeted Announcements to Students**

Deferred to January 8, 2010 meeting

3.10 **H1N1 Update**

It was confirmed that existing procedures should still be followed.

3.11 **Confidential shredding**

Deferred to January 8, 2010 meeting

4. **Information**

4.1 **SMT Overarching Goals**

J Carrie handed out the goals.

5. **Committee Reports**

T Borgford reported E TTL wanted some guidance as to what the template for hybrid courses should be. J Carrie indicated that this should be part of the plan for on-line/hybrid courses. A planning process will be developed.

The meeting adjourned at 12.31 pm

### **ACTION ITEMS**

1. **J Carrie** to investigate why the DC Credentials Policy differs from the DQAB template
2. **J Higenbottam and C Carlson** would meet with Chairs, Coordinators and Facilitators from CFCS and Health Sciences to explain the program further and have conversations around laddering, overlap in other areas and concerns from other areas.
3. **J Carrie** to take a request to B Jensen that Deans be part of the discretionary process for allowing access to Web for Faculty by other members of staff.