

**Joint Planning Committee 2007/08
Recommendations:**

**Three-Year Program Priorities for
Malaspina University-College
2008/09 – 20010/11**

March 2008

Membership

Joint Planning Committee 2007/08 was composed of the following representatives from Management Committee and Education Council:

Management Committee Members

- 1 Leslie King, **CHAIR**
- 2 Anne Leavitt
- 3 Arlette Raaen
- 4 Darrel Mansbridge *for P.Ross*
- 5 Doug Corrin
- 6 Dennis Silvestrone
- 7 Fred Macdonald
- 8 Harry Janzen
- 9 Laureen Styles
- 10 Maria Lauridson
- 11 Mike Mann
- 12 Pam Montgomery
- 13 Steve Lane
- 14 Maria Frost **N/V**
- 15 Ralph Nilson **N/V**

Education Council Members

- 16 Chris Foote
- 17 Fred Jacklin
- 18 Jean Maltesen
- 19 Jean Tonski
- 20 John Black
- 21 John Morgan
- 22 Pam Botterill
- 23 Sheridan Clemson

Committee Support

- 24 Kathryn Snow **N/V**

21 Voting Members

3 Non-Voting Members

Mandate

The mandate of the committee was to identify and recommend a list of priorities for program expansions and new program development for Malaspina University-College for the three-year period 2008/09-2010/11. This process coincided with an immediate funding reduction from AVED and increased uncertainty about future allocations.

Authority for determining programs to be offered at the institution rests with the University-College Board and is a matter on which the Board must seek advice from Education Council, according to the terms of the College and Institute Act. The Management Committee is advisory to the Executive Committee on operational matters including the delivery of instructional programs. The Joint Planning Committee therefore provides a venue for discussion of program priorities that integrates the interests of these groups, with the understanding that any recommendations require subsequent approval by Education Council, Management Committee, Executive Committee, and the University-College Board.

The recommendations of the Joint Planning Committee inform institutional curriculum development, budget planning, and facilities planning, and will be incorporated into Malaspina's annual Accountability Plan and Report. It is anticipated that this process will be repeated annually to produce a three-year rolling plan for program development and implementation.

The Joint Planning committee expects to be increasingly involved in monitoring program performance of all programs at Malaspina. At the end of the priority planning process in March 2008, a subcommittee was formed to examine and recommend program performance measures for the institution. These recommendations will be brought forward to the full committee for consideration in the coming year.

Process

Four committee meetings were held, including one orientation meeting in November followed by three meetings in February and March to develop recommendations. Background materials provided to members as a context for discussion included:

- Program Priority Planning Process 2007/08
- Malaspina University-College Budget Letter 2007/08-2009/10 Attachments 1 & 2
- Terms of Reference for AVED's Priority Seats
- Report of the Joint Planning Committee 2007/08 – 2009/10
- Malaspina University-College: Three-Year Priorities for New and Expanded Programs 2007/08 to 2009/10
- Malaspina University-College Accountability Plan and Report 2007/08-2009/10
- New Program Approval Process: Guidelines for Program Development
- Education Council Criteria for Ranking Proposals to Add or Expand Programs
- Revised program approval flowcharts
- Program Priority Planning templates and revised Program Costing Template

The following terms were agreed upon:

- The addition or expansion of programs must be accomplished within the limits of available funding of 5 FTEs in 2008/09 and 18 FTEs in 2009/10. (The 18 FTEs were subsequently removed by AVED.)
- The value of FTEs provided by the Ministry of Advanced Education was considered to be \$6,000 per FTE, with 55% of that amount to be dedicated to direct instruction, 15% to instructional support, and 30% to general support and institutional overhead. Only in cases where the Ministry agreed to fund targeted programs at a higher level, for example in certain health programs, was a higher FTE value considered in the development of the budget template.
- The intention was that program proposals should be assessed according to the criteria developed and approved by Education Council for the ranking of proposed new programs, and with reference to priorities identified in Malaspina's Accountability Plan and Report. The allocation of new FTE funding was not intended to be proportional across Faculties.
- Recommendations of the Joint Planning Committee must be taken back to Education Council and Management Committee for endorsement before being forwarded to the University-College Board for final approval.

The requests for FTE funding for new programs and program enhancements far outnumbered the FTE funding available. Original requests totaled 150.2 FTEs.

The requests for funding were discussed, several proponents were asked to provide additional or revised program or budget information, and some proposals were changed or withdrawn. Revised requests totaled 92.5 FTEs. Once committee members indicated that they had sufficient information on the remaining programs, a vote was conducted to rank all proposals. The results of the vote were considered by the committee and, with some slight modifications, formed the basis for the committee's final recommendations.

Recommendations

During the process of developing final recommendations, the provincial budget allocated to Malaspina necessitated a recalculation of available funding. Growth funding for new programs was significantly reduced. Nevertheless, the committee decided to complete its recommendations for future consideration.

The programs were ranked by the committee as shown in the attached *BALLOT RESULT Joint Planning Committee 2007/08*. Programs are listed in order of priority with the current funding situation as context. The committee recommends that if new funding becomes available in the near future that could affect these programs, they should revisit the ranking, accept new requests and revisions, and rank the revised list of requests.

Also attached is a revised version of Malaspina's *Three-Year Priorities for New & Expanded Programs* based on the committee's recommendations, which illustrates the plan for program implementation by year and Faculty.

Attachments

- *BALLOT RESULT Joint Planning Committee 2007/08*
- *Malaspina University-College Three-Year Priorities for New and Expanded Programs 2008/09 – 2010/11*

BALLOT RESULTS - Joint Planning Committee 2007/08

Programs with Funding Requests:

Faculty	Program Proposal	Total Request	Allocate:	Result
Health & HS	Bachelor of Social Work	18.0	139.0	7.7
Social Sc.	BA Major Political Science	11.0	66.0	6.0
A&H	BA Major Graphic Design	3.5	16.5	4.7
ACE	Aboriginal Bridging Certificate	17.0	77.0	4.5
Education	B.Ed. Post-Bac. Secondary	23.0	79.0	3.4
Mgmt	BA Major Economics	6.0	20.0	3.3
Mgmt	BBA Systems Management	4.0	8.5	2.1
St. Services	BA Major Phys. Ed. Expansion	10.0	7.0	0.7

Total Requests

92.5

**Malaspina University College - Three-Year Priorities for New & Expanded Programs
Approved FTE Funding Allocations by Faculty and Year**

This table summarizes new or expanded programs approved for funding and development in 2007/08-2009/10.

Funding is also indicated for approved programs that carry over into 2010/11.

All new programs must be approved through Malaspina's program approval process.

Shading indicates temporary funding allocation

Faculty	New Program or Program Expansion	2007-08 Funded	2008-09 Funded	2009-10 Funded	2010-11 Funded
Adult & Continuing Education	Aboriginal Bridging Certificate	17.0	17.0	17.0	
Adult & Continuing Education	Various CE activity	40.5			
Adult & Continuing Education	Community Leadership Certificate		0.0		
Arts & Humanities	Bachelor of Music in Jazz Studies	34.0			
Arts & Humanities	BA Major in Visual Arts	4.5			
Arts & Humanities	Media Studies Expansion	4.5	3.0		
Arts & Humanities	BA Minor Languages and Culture	10.0			
Arts & Humanities	BA Minor Theatre	16.0			
Arts & Humanities	BA Major Graphic Design		14.1		
Arts & Humanities	BA Major Graphic Design		3.5		
Arts & Humanities	BA Major in Interior Design		6.0	8.0	
Arts & Humanities	BSc Minor Languages and Culture		0.0		
Arts & Humanities	Languages and Culture Post-Baccalaureate Diploma		0.0		
Education	Master's in Educational Leadership		0.0		
Education	BEd. Post-Baccalaureate Secondary Concentration		14.0	10.4	
Health & Human Services	Dental Hygiene Diploma	18.0			
Health & Human Services	Community Mental Health Worker Certificate		11.5		
Health & Human Services	Disabilities Studies Diploma		0.0		
Management	Bachelor of Resort and Hospitality Management		8.0	7.0	
Management	8 Sections	6.0			
Management	BBA Accounting Expansion		4.0		
Management	BA Major in Economics		0.0		
Science & Technology	Bachelor of Natural Resource Protection	29.0			
Science & Technology	Green Building Renewable Energy Diploma(s)		20.0	10.0	5.0
Science & Technology	BSc Major in Environmental Chemistry			15.0	40.0
Science & Technology	BSc Major in Chemistry			0.0	0.0
Science & Technology	BSc Major in Marine Science			0.0	
Social Sciences	BA Major in Philosophy	6.0			
Social Sciences	BSc Major and Minor in Psychology	0.0			
Student Services	BA Major in Physical Education	17.8			
Student Services	BA Major in Physical Education	3.5			
Trades & Applied Technology	Aluminum Boat Builder Certificate	10.0			
Trades & Applied Technology	Pulp & Paper Operations Program <i>Reallocated to Carpentry Foundation Sechelt</i>	18.0			
Trades & Applied Technology	Culinary Arts Diploma		18.0		
Cowichan	One additional CAP section	3.0			
Cowichan	1st Year BBA program		14.0		
Powell River	Non-credit Online Training	1.0			
Powell River	Elder College	0.7			
Powell River	Theatre 100	2.3			
Administration	General Budget		1.5		
Available Funding:	From previous non-recurring and unallocated	144.9	138.1	85.0	45.0
	New base funding	98.0	0.0	0.0	0.0
	Total available for allocation	242.9	138.1	85.0	45.0
Allocation:	Permanent base funded	104.8	53.1	40.0	45.0
	Temporary non-recurring	137.0	81.5	27.4	
	Total allocation	241.8	134.6	67.4	45.0
	Unallocated	1.1	3.5	17.6	0.0