



Eastern Lakeshore Regional Planning Team (ELRPT)

MINUTES OF MEETING: TUESDAY, NOVEMBER 13 2018

Present:

| | | |
|-------------------|---------------------|---------------------|
| Robert Wager | Laura Wilkes | Alex Duketow |
| Sue Hawkins | Edina Cappuccitti | Clare McLean-Wilson |
| Adriana McDonough | Stephen Hughes | Larry Archibald |
| William Howe | Jennifer Parrington | Tania Rightmyer |

Location: Durham College

Address: 2000 Simcoe Street North
 Oshawa, Ontario L1G 0C5
 Student Services building, **Room SSB113A.**
 RPT members to park in Founders 2. Exit ticket will be provided.

Meeting time: **11:00am: 2019-2010 Proposal Writing**
12:30pm: LUNCH 1:00pm: ELRPT Meeting

| Morning: Proposal Writing | Discussion Notes |
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| <p align="center">11:00am – 12:30pm</p> | <ol style="list-style-type: none"> 1) Presentation of 2019-2010 Request for Proposals <ul style="list-style-type: none"> -The RFP was not presented to us at the provincial meeting as the green light has not yet been given. David Armstrong indicated that they should be hearing within the next two weeks. ELRPT members will be advised as soon as possible. -The notes from the SCWI Provincial Meeting were shared. Adriana to send these notes out along with the other proposal writing resources. 2) Roundtable discussion. Colleges and boards presented new course offerings, ideas, suggestions... <ul style="list-style-type: none"> - Durham and Fleming colleges presented their new courses. PowerPoints have been shared with the boards. - Loyalist courses remain status quo however there are a few new courses which Edina has sent to the board reps. - Durham College is now offering Makeup and Manicure so local boards may wish to re-evaluate these aesthetic dual credits with Loyalist (for ease of distance). 3) 2019-2020 Proposal Writing Resources and Timeline <ul style="list-style-type: none"> - Adriana shared all the necessary resources to begin the proposal writing process. - Please look at the document “General Instructions” for notes and due dates. - Jen shared a list of college courses outlining the complementary high school courses in team-taught models. This document will be set up as a google doc so boards and colleges can fill in missing information. - All resources will be posted on earndualcredits.ca |

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- All were in agreement for boards to stay within their current allotment of seats as per the chart below (based on cycle 3 approvals).
- Colleges to determine their break even points.
- **All proposal details will be due to Adriana after the two proposal writing meetings and no later than Friday, December 7, 2018.**

| WHAT WE STARTED WITH! CYCLE 3 APPROVALS 2018-2019 (as of October 29 2018) | | |
|--|-------------------|-----------------------|
| PARTNER | # OF SEATS | FUNDING AMOUNT |
| DCDSB | 553 | 137,818 |
| DDSB | 1,281 | 318,022 |
| KPR | 1,230 | 393,402 |
| PVNC | 739 | 245,199 |
| TLD | 518 | 217,346 |
| SIMCOE/YORK | 35 | 27,900 |
| BOARD TOTALS | 4,356 | 1,339,687 |
| DURHAM COL | 2,125 | 1,809,020 |
| FLEMING COL | 2,060 | 1,904,216 |
| LOYALIST COL | 171 | 138,132 |
| COLLEGE TOTALS | 4,356 | 3,851,368 |
| ELRPT TOTALS | 4,356 | 5,191,055 |

12:30pm: LUNCH

| Afternoon: ELRPT Meeting | Discussion Notes |
|--|---|
| Welcome and Introductions | Co-Chairs –William Howe and Stephen Hughes |
| Review of Minutes from previous meeting | -October minutes were accepted |
| Agenda Review | Additions to the agenda? - College transcripts |
| Ministry/SCWI Update -Heather Hamilton, MOE -Larry Archibald, SCWI | No news to report |
| OYAP Update | No news to report |
| SCWI Symposium Suggestions | All suggestions for SCWI Symposium (as a virtual conference) to be submitted to Will by November 23, 2018. |
| OCAS Registration Update | -Will spoke with David Armstrong regarding the proposal to move towards on-line registrations. David would like the proposal written up officially. Will to do this. David has (provisionally) agreed to fund the \$50,000 set-up fee. OCAS may also need to charge a per student fee. There is some funding available in the admin budget to contribute towards this initiative as well as funding still available in our contingency fund. |
| Criminal Reference Check | -Colleges are still working on some legal language before their process is completed |

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| Afternoon: ELRPT Meeting | Discussion Notes |
|---------------------------------|--|
| | -To be continued. |
| SMART Goals | As per attached. Will to submit the Smart Goals to David, Sonja and Phil. |
| Cycle Change and Budget Updates | Cycle 4 change requests are due to Adriana by Thursday, November 22, 2018. |
| College Transcripts | All colleges provide official transcripts to the boards for the student OSRs. Fleming also provides a student record to the student's address - many of which are returned. This is not officially needed. |
| Planning Time | Formal meeting will adjourn and members will be available to each other to discuss any fall start-up planning details, logistics etc. |
| NEXT MEETING | <p>Tuesday, December 4, 2018: Proposal Writing at Durham College for Durham College dual credits.</p> <p>Wednesday, December 5, 2018: Proposal Writing at KPR for Fleming and Loyalist dual credits</p> <p>Tuesday, January 22, 2018: ELRPT Meeting at KPR</p> |

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