

Items approved by Education Council January 12, 2017

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Education Council: R Janyk, D Cook

Science Technology and Health Programs

Course revision

COSC 122 – 3 – 5 Computers in Society

Revisions:

- Course title – new title – **Computer Fluency**

Rationale:

Updating the title to reflect UBCO's COSC 122 course title.

Implementation date: Feb 2017

Costs: n/a

Course revision

STAT 124 – 3 – 4 Business Statistics

Revisions:

- Prerequisites

Rationale:

The prerequisite for this course has always been, in practice, admittance into ANY business program. However, we are seeing students dropped from the course because the prerequisite actually says "admission to the Bachelor of Business Administration degree program or admission to the Business Administration Diploma program". This distinction causes those who are in other business programs to be dropped from the course. We want to change the prerequisite to reflect what has always been done historically. The proposed solution was the suggestion of Laura Thurnheer and was suggested as there are 34 Business programs (and to list all of those would be difficult).

Prerequisites:

	Current	Proposed
Prerequisite(s)	ABE MATH 011 or Pre-Calculus 11 or Foundations of Mathematics 12 or Principles of Math 11 or Applications of Mathematics 111 or Introductory Mathematics 112 or Admission to the Bachelor of Business Administration degree	ABE MATH 011 or Pre-Calculus 11 or Foundations of Mathematics 12 or Principles of Math 11 or Applications of Mathematics 111 or Introductory Mathematics 112 or Admission to any business program.

	program, or the Business Administration Diploma program.	
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Implementation date: December 2016

Costs: n/a

Course revision

MATH 114 – 3 – 4 Business Mathematics

Revisions:

- Prerequisites

Rationale:

The prerequisite for this course has always been, in practice, admittance into ANY business program. However, we are seeing students dropped from the course because the prerequisite actually says "admission to the Bachelor of Business Administration degree program or admission to the Business Administration Diploma program or admission to the Commercial Aviation program". This distinction causes those who are in other business programs to be dropped from the course. We want to change the prerequisite to reflect what has always been done historically. The proposed solution was the suggestion of Laura Thurnheer and was suggested as there are 34 Business programs (and to list all of those would be difficult).

Prerequisites:

	Current	Proposed
Prerequisite(s)	ABE MATH 084 and ABE MATH 085 or ABE IALG 011 or ABE MATH 011 or Principles of Math 11 or Pre-Calculus 11 or Foundations of Mathematics 12 or Applications of Mathematics 111 or Introductory Mathematics 112 or admission to the Bachelor of Business Administration degree program or admission to the Business Administration Diploma program or admission to the Commercial Aviation program.	ABE MATH 084 and ABE MATH 085 or ABE IALG 011 or ABE MATH 011 or Principles of Math 11 or Pre-Calculus 11 or Foundations of Mathematics 12 or Applications of Mathematics 111 or Introductory Mathematics 112 or admission to any business program

Implementation date: December 2016

Costs: n/a

Course revision

MATH 139– 3 – 4 Mathematics for Information Technology

Revisions:

- Course description

Rationale:

We would like to include, in the course description, an additional topic that is currently (and has always) been taught in this course so that the calendar more accurately reflects what is being taught in the course.

Calendar description:

Current:

This course includes a review of algebra including linear equations, logarithms, exponentials and complex numbers, basic logic, number type conversions from base 10 to binary, octal and hex, an introduction to recursion, an introduction to set theory and an introduction to graph theory. (4,0,0)

Proposed:

This course includes a review of algebra including linear equations, logarithms, exponentials and complex numbers, basic logic, Boolean algebra, number type conversions from base 10 to binary, octal and hex, an introduction to recursion, an introduction to set theory and an introduction to graph theory. (4,0,0)

Implementation date: December 2016

Costs: n/a

Program revision

Water Engineering Technology

Revisions:

- Graduation requirements
- Program outline

Rationale:

The department has decided to accept either MATH 128 or MATH 120 to fulfill the student's graduation requirements.

Graduation requirements:

Existing:

Successful completion of the prescribed courses as listed in the program outline with a minimum graduating grade average of 60%.

Proposed:

Successful completion of the prescribed courses as listed in the program outline with a minimum graduating grade average of 60%.

Change to semester one courses only – see table below:

Semester One	Semester One
CHEM 118	CHEM 118
CMNS 133	CMNS 133
MATH 128	MATH 128* or MATH 120
WET 111	WET 111
WET 112	WET 112
WET 115	WET 115

* Math 128 is the preferred math courses and students will be block enrolled in MATH 128 during their first semester.

Reason:

There are usually 5-8 students every year that fail MATH 128. Since MATH 128 is only offered once per year and is not offered in a distance format it creates a bottle neck for those students and unduly delays their ability to proceed in the program. Due to the difficulty accessing MATH 128, the department has decided to accept MATH 120 as an alternative math course to meet the graduation requirements.

Although the courses are not identical, the general skills and mathematical fluency levels are similar.

Implementation date: January 2017

Costs: n/a

Business and Commercial Aviation Programs

New course

CA 201 – 150 hours PC2 Lab

Rationale:

To offer a clear separation of PC1 and PC2 with the PC2 lab class being at the beginning of the Level Two Professional Cook Training.

Calendar Description:

This course expands upon the concepts attained in PC1 training. The learner will build upon techniques and skills to achieve their Culinary Arts Certificate. The daily activities are structured with classroom instruction/lecture followed by practical cooking applications in a lab setting. Instructor demonstrations are applied where appropriate. Course content is drawn from Block A to H and Block J of the Provincial Curriculum and includes Occupational Skills; Stocks, Soups and Sauces; Fruits and Vegetables; Starches; Meats; Poultry; Seafood; Garde Manger; Baked Goods and Desserts. Reference: Block A: Occupational Skills; Block B: Stocks, Soups and Sauces; Block C: Fruits and Vegetables; Block D: Starches; Block E: Meats; Block F: Poultry; Block G: Seafood; Block H: Garde Manger; Block J: Baked Goods and Desserts.

Prerequisites: Completion of PC 1 or equivalent.

Contact hours: 30 hours per week

Implementation date: July 2018

Costs: n/a

New course

CA 250 – 400 hours Culinary Arts Co-op

Rationale:

Minimum required hours (400) for the ITA Professional Cook Training will be attained by implementing the Co-op placements. Start dates for all Co-ops set to maximize availability of students when needed by industry.

Calendar Description:

To facilitate the ITA PC1 requirement of 400 hours of industry training, the 10 week Co-op placement will introduce students to real workplace environments, as well as provide perspective to industry standards and expectations.

Prerequisites: Completion of PC 1

Contact hours: 400 hours

Implementation date: May 2018

Costs: n/a

Course revision

CA 101 - 120 hours PC1 Lab

Revisions:

- Hours

Rationale:

Increasing the hours from 120 to 180 by adding two weeks to the course will provide a more comprehensive foundation for the successful completion of Professional Cook Training Level 1.

Contact hours:

	Current	Proposed
Contact hours	120	180

Implementation date: October 2017

Costs: n/a

Course revision

CA 205 - 90 hours Restaurant

Revisions:

- Hours

Rationale:

To enhance the experiential and learning aspect of the course, by adding additional time to CA205 further emphasizing PC2 curriculum standards and expectations.

Contact hours:

	Current	Proposed
Contact hours	90	150

Implementation date: August 2018

Costs: n/a

Program revision
Culinary Arts Certificate
Revisions:

- Program outline

Rationale:

The current iteration of the Culinary Arts Certificate has both PC1 and PC2 students in the same courses, it also does not allow for students to acquire 400 external industry workplace hours between PC1 and PC2. This new delivery model provides a co-op between PC1 and PC2 which equates to the required 400 external hours, it also separates PC1 and PC2 curriculum along with increasing instructional content for CA101 and CA 205. Changes are being made to the Culinary Arts Certificate to better reflect student learning and to improve completion rates.

Calendar description:

The Culinary Arts Certificate is for students with a passion for a career in the Restaurant, Food Service and Hospitality Industry and its wide variety of options. This 50 week (1500 hour) program provides the fundamental knowledge needed for successful employment as a cook in one of the many areas of food service. This is an experiential program with emphasis on food preparation and presentation as well as basic service techniques. Located at the Kelowna campus kitchens and Infusions Restaurant, the program mirrors a realistic training environment within the expected industry time-frame.

Apprenticeship technical training credit for Professional Cook Level 1 and Level 2 and 600 work-based hours for Level 1 and 240 work based hours for Level 2 will be granted by the Industry Training Authority (ITA) upon successful completion of this program. Students will receive credit for Foodsafe Level 1. Apprenticeship practical training credit will also be granted by the Industry Training Authority as a result of prior practical experience.

Students must provide proof of completion of the co-op or other 400 work based hours and successfully complete all Level 1 components prior to advancing to Level 2 components of the program. Upon successful completion of Level 1 and Level 2 requirements, students are eligible to challenge the Provincial Cook Certificate of Qualification examinations for Level 1 and Level 2.

Students wishing to pursue the Professional Cook Red Seal endorsement must provide proof of a total of 5,000 work-based hours and complete Level 3 technical training.

Implementation date: September 2017

Costs: additional tuition fees will be required for the co-op course.

Program revision
Culinary Management Diploma
Revisions:

- Program outline

Rationale:

The changes to the Culinary Arts portion of this program will increase student learning and improve completion rates. The changes include the separation of PC1 and PC2, a Co-op term between PC1 and PC2, a new lab course at the PC2 level and an increase in hours for CA101 and CA205.

Calendar description:

The Culinary Management Diploma examines the developing Okanagan region trend toward the combination of wineries and restaurants. Unique features of the program include the analysis of food and wine pairing and the combination of food, wine and business training that reflects regional industry training demands.

The total length of the program is two years, beginning with the Culinary Arts program, which includes a ten week co-op, followed by two semesters of Business Administration and Wine courses. Students graduating with this diploma will receive technical training credits towards their cook apprenticeship, hours credited towards their apprenticeship and academic credit for the Business Administration courses completed.

An apprenticeship technical training credit for Professional Cook Level 1 and Level 2 and 600 work-based hours for Level 1 and 240 work-based hours for Level 2 will be granted by the Industry Training Authority (ITA) upon successful completion of this program. Students will also receive credit for FOODSAFE Level 1 and WHMIS (Workplace Hazardous Material Information System). Apprenticeship practical Training credit may also be granted as a result of prior practical experience.

The students must provide proof of completion of an additional 400 work-based hours* and successfully complete all program components prior to advancing to the Level 2 components of the program. The ITA required 400 hours may be obtained with the paid work-based Co-op (week 31 start), depending on the successful completion of the PC1 component. Upon successful completion of the Level 1 and Level 2 requirements students are eligible to challenge the respective Provincial Cook Certificate of Qualification examinations.

Students wishing to pursue the Professional Cook Red Seal endorsement must provide proof of a total of 5,000 work-based hours and complete Level 3 technical training.

*Work-based hours must be under the direct supervision of qualified Tradespersons (Red Seal or equivalent).

Implementation date: September 2017

Costs: additional tuition fees will be required for the co-op course.

Program outline:

Current Format

PC1 Course- 28 Weeks

CA101- Lab Kitchen: 4 weeks

CA102- Cold Kitchen: 6 weeks

CA103- Hot Kitchen: 6 weeks

CA104- Bakery: 6 weeks

CA105- Infusions Restaurant: 6 weeks

CA106- Theory Exam

PC2 Courses- 12 Weeks

CA202- Cold Kitchen: 3 weeks

CA203- Hot Kitchen: 3 weeks

CA204- Bakery: 3 weeks

CA205- Infusions Restaurant: 3 weeks

CA206- Theory Exam

Total Weeks: 40 weeks

Proposed Format

PC 1 - Now 30 Weeks

CA101 Change to 6 weeks (Course revision)

CA102 - Remains the same

CA103 - Remains the same

CA104 - Remains the same

CA105 - Remains the same

CA106 - Delete

CA250- paid Co-op: 10 weeks (New course)

PC 2 - Now 10 Weeks

CA201- Lab Kitchen: 5 weeks (New course)

Includes curriculum from CA 202, 203 and 204

CA202 - Suspended

CA203 - Suspended

CA204 - Suspended

CA205 - Changes to 5 weeks (Course revision)

No exam - replaced by other content

50 weeks

Pharmacy Technician Certificate

Kelowna

2017

April 10	Classes begin
April 14-17	Easter (no classes)
May 22	Victoria Day (no classes)
July 1	Canada Day
July 3	Statutory holiday (no classes)
August 7	BC Day (no classes)
August 25	Classes end
August 28	Earliest start date for Hospital and Community practica
September 4	Labour Day
October 9	Thanksgiving Day
November 11	Remembrance Day
November 13	Statutory holiday
December 22	College closes at 3 p.m.
December 23 – January 1	Christmas closure - Okanagan College closed to the public

2018

January 1	New Year's Day
February 12	Family Day
February 28	Last day to complete Hospital and Community practica

Candidates for Graduation – January 12, 2016 Education Council Meeting

Program	# of students
Automotive Service Technician Certificate – Kelowna (May 10 – December 23, 2016)	9
Aircraft Maintenance Engineer Category 'S' Certificate (Feb 1 – December 12, 2016)	11
Business Administration Diploma	1
Medical Administrative Assistant (BC Campus)	1
Total	22

Candidates for Graduation approved - January 11, 2017 Operations Committee Meeting

Program	# of Students
Accounting Assistant Certificate (BC Campus)	1
Associate of Arts Degree	14
Associate of Science Degree	1
Bachelor of Business Administration	55
Bachelor of Computer Information Systems Degree	1
British Columbia Adult Graduation	3
Business Administration Certificate	1
Business Administration Diploma	66
Business Studies Certificate	7
Civil Engineering Technology Diploma	20
Computer Information Systems Diploma	2
Culinary Management Diploma	1
Diploma in Communications, Culture and Journalism Studies	1
Diploma in Criminal and Social Justice	3
Diploma in General Studies	1
Diploma in Journalism Studies	1
Diploma in Media and Cultural Studies	1
Diploma in Writing and Publishing	1
English for Academic Purposes Certificate	5
Human Kinetics Diploma	5
Human Service Work Diploma	1
Mechanical Engineering Technology Diploma	19
Medical Administrative Assistant Certificate (BC Campus)	1
Office Assistant Certificate (BC Campus)	2
Pathway to Professional Accounting	1
Pharmacy Technician Certificate	2
Post-Baccalaureate Diploma in Accounting	6
Port-Diploma Certificate in Business Administration	1
Practical Nursing Diploma – Kelowna (August 24, 2015 – December 15, 2016)	22
Practical Nursing Diploma – Salmon Arm (August 24, 2015 – December 15, 2016)	10
Therapist Assistant Diploma	1
Water Engineering Technology Diploma	21
Total	277