

Items approved by Education Council January 11, 2018

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Education Council: C Newitt, D Marques

Trades and Apprenticeship Programs

Motion: That Education Council approves the new program: Automotive Service Technician Foundation as recommended by the CPRC – T/A:

New program

Automotive Service Technician Foundation

- Short title: **AST Foundation**

Rationale:

ITA has completed a complete program update to reflect the Harmonized Automotive Service Technician Red Seal program. This program reflects the changes to the ITA AST Foundation outline.

Calendar description:

This 33-week (990 hour) program takes students with little or no previous experience in the automotive repair trade and supplies them with the necessary skills to seek employment in this industry as an apprentice technician. The courses introduce the students to many aspects of servicing and repair in the automotive repair trade with a focus on developing practical skills. Graduates of this program will receive 450 hours towards Automotive Service Technician Year 1 (AST 1) certification and the opportunity to write the AST 1 Certificate of Qualification exam. The AST 1 Certificate of Qualification and 1590 workplace hours are required to proceed into AST 2.

Admission requirements:

- B.C. secondary school graduation, or equivalent, or 19 years of age and out of secondary school for at least one year as of the first day of classes.
- English 10 with minimum 50% or alternates.
- Math requirement:
- A minimum of 50% in any of:
 - Pre-calculus Grade 11
 - Foundations of Mathematics Grade 11
 - Apprenticeship and Workplace Mathematics Grade 11
 - Principles of Mathematics 11
 - Applications of Mathematics 11
 - Essentials of Mathematics 11
 - Adult Basic Education MATH 011

- Adult Basic Education MATH 084 and MATH 085
- Adult Basic Education IALG 011
- Or a minimum of 63% on the ABLE mathematics Test scores are only good for two (2) years. Applicants who have not satisfied the Math requirement within the last seven (7) years must write the ABLE Mathematics test and must receive a minimum of 63%.

Graduation requirements:

ASTF 109 Industry Work Placement students must receive a "Pass" grade. Minimum passing grade is a GGA of seventy percent (70%)

Program outline:

ASTF 100 PERFORM SAFETY-RELATED FUNCTIONS 36 HOURS

This course introduces students to safety practices that are required in automotive shop environments. Students will use and demonstrate safety practices.

ASTF 101 USE TOOLS, EQUIPMENT AND DOCUMENTATION 126 HOURS

This course introduces students to tools and equipment that are found and used in an automotive shop environment. Students will operate tools and equipment that are found in an automotive shop environment.

ASTF 102 USE COMMUNICATION AND MENTORING TECHNIQUES 9 HOURS

This course introduces students to communication skills that are required in an automotive shop. Students will use and demonstrate communication skills.

ASTF 103 DIAGNOSE AND REPAIR DRIVELINE SYSTEMS 63 HOURS

This course introduces students to driveline systems. Students will diagnose and repair automotive driveline systems.

ASTF 104 DIAGNOSE AND REPAIR ELECTRICAL SYSTEMS AND COMPONENTS 180 HOURS

This course introduces students to automotive electrical systems and components. Students will diagnose and repair electrical systems and components.

ASTF 105 DIAGNOSE AND REPAIR STEERING AND SUSPENSION, TIRES, WHEELS, HUBS AND WHEEL BEARINGS 270 HOURS

This course introduces students to automotive steering and suspension, braking and control systems, tires, wheels and hubs and wheel bearings. Students will diagnose and repair steering and suspension, braking and control systems, tires, wheels and hubs and wheel bearings.

ASTF 106 DIAGNOSE AND REPAIR BRAKING AND CONTROL SYSTEMS 180 HOURS

This course introduces students to automotive braking and control systems. Students will diagnose and repair braking and control systems.

ASTF 107 DIAGNOSE AND REPAIR RESTRAINT SYSTEMS, BODY COMPONENTS, ACCESSORIES AND TRIM 27 HOURS

This course introduces students to automotive restraint systems, body components and accessories and trim. Students will diagnose and repair restraint systems, body components and accessories and trim.

ASTF 108 DIAGNOSE AND REPAIR HYBRID AND ELECTRIC VEHICLES (EV) 9 HOURS

This course introduces students to automotive hybrid and electric vehicles (EV). Students will perform safety related system disconnect and re-connect to perform automotive service and repair on a hybrid or electric vehicle.

ASTF 109 INDUSTRY WORK PLACEMENT 60 HOURS

Students will be assigned to an employer for a two-week period where they will have the opportunity to demonstrate their skills acquired throughout the program. Assessment will be provided by the employer and input will be given by the instructor as well.

ASTF 110 FINAL EXAM 30 HOURS

This course will provide the student with the curriculum review required to successfully complete the final exam. Students will conduct a review of the program curriculum and write the final exam. The review will prepare students to complete the AST 1 C of Q exam invigilated by the ITA.

Implementation date: February 2018

Costs: n/a

Motion: That Education Council approves the new program: Welding Foundation as recommended by the CPRC – T/A:

New program

Welding Foundation

Rationale:

I.T.A. has completed a program update to reflect the harmonized welding red seal program. This Program reflects the changes to the I.T.A. welder foundation outline.

Calendar description:

This 28-week (840 hour) program takes students with little or no previous experience in the welding trade and supplies them with the necessary skills to seek employment in this industry as an apprentice or foundation welder. The course exposes the students to many aspects of the welding trade with a focus on developing practical skills. Graduates of this program will have technical training for level 1 & 2 and 300 work based hours and have the opportunity to write the Standardized Level Exam at the end of the course.

Admission requirements:

- B.C. secondary school graduation, or equivalent, or 19 years of age and out of secondary school for at least one year as of the first day of classes.
- English 10 with minimum 50% or alternates
- Math requirement:
- A minimum of 50% in any of:
 - Pre-calculus Grade 11
 - Foundations of Mathematics Grade 11
 - Apprenticeship and Workplace Mathematics Grade 11
 - Principles of Mathematics 11
 - Applications of Mathematics 11
 - Essentials of Mathematics 11
 - Adult Basic Education MATH 011
 - Adult Basic Education MATH 084 and MATH 085
 - Adult Basic Education IALG 011
- Or a minimum of 63% on the ABLE mathematics Test scores are only good for two (2) years.

Applicants who have not satisfied the Math requirement within the last seven (7) years must write the ABLE Mathematics test and must receive a minimum of 63%.

Graduation requirements:

Minimum passing grade is a GGA of seventy percent (70%)

Program outline

WDFD 100 LINE A OCCUPATIONAL SKILLS 59 HOURS

This course introduces students to occupational skills in the welding industry.

WDFD 101 LINE B CUTTING AND GOUGING PROCESSES 50 HOURS

This course introduces students to the operation and application of the oxy-fuel, plasma arc and carbon arc cutting and gouging processes.

WDFD 102 LINE C FUSION AND BRAZE WELDING (TB) USING THE OXY- FUEL PROCESS 25 HOURS

This course introduces students to oxy- fuel fusion and braze welding.

WDFD 103 LINE D SHIELDED METAL ARC WELDING (SMAW) 353 HOURS

This course introduces students to shielded metal arc welding (SMAW). Stick Welding.

WDFD 104 LINE E SEMI-AUTOMATIC AND AUTOMATIC WELDING 252 HOURS

This course introduces students to gas metal arc welding (GMAW), gas metal pulsed arc welding (GMAW-P), flux core arc welding (FCAW), metal core arc welding (MCAW), and submerged arc welding (SAW). Wire-feed welding.

WDFD 105 LINE F GAS TUNGSTEN ARC WELDING (GTAW) 34 HOURS

This course introduces students to gas tungsten arc welding (GTAW). TIG Welding.

WDFD 107 LINE H BASIC METALLURGY 8 HOURS

This course introduces students to the identification of the properties of ferrous and non-ferrous metals.

WDFD 108 LINE I WELD DRAWINGS, LAYOUT AND FABRICATION. 59 HOURS

This course introduces students to reading and sketching blueprints.

STANDARDIZED LEVEL EXAM FINAL (SLE)

The students will be provided opportunities to review the course material and prepare for the final exam. The SLE is administered by the ITA at the successful completion of the course.

Implementation date: January 2018

Costs: n/a

Arts and Foundational Programs

HIST 122 – 3 – 3 Canada Since 1867

Course revision:

- Description

Rationale:

The present course description is too brief and that is all that will be changed.

Calendar description:

Current:

An analysis of the social, economic and political development of the Canadian nation since Confederation.

Proposed:

An introduction to the conflicts and controversies of Canadian history since Confederation, including regional and ethnic tensions, the experience of Indigenous Peoples, the clash of French-and English-Canadian nationalisms, the ordeal of fighting two world wars, and the often difficult transition to a modern nation state.

Implementation date: January 2018

Costs: n/a

HIST 206 – 3 – 3 Aboriginal-Settler Relations in Canada

Course revision:

- Title – new course title: **Indigenous Peoples and Colonization in Canada**
 - Short course title: ***Indigenous Peoples***

Rationale:

The revision of the course name is to make it in line with current usage.

Calendar description:

Implementation date: January 2018

Costs: n/a

CMNS 103 – 3 – 3 Digital Media for Trades Educator – Short title: *Digital Media for TTTE*

New Course

Rationale:

CMNS 103 provides outcomes and content adapted to the needs of Trades, Technology, Teacher Education diploma students. Also it takes into account the hybrid mode of delivery for this course within the TTTE Diploma.

Background: A restricted section of CMNS 130 - Introduction to Digital Media was included in Fall 2016 in the revision to the TTTE program, as a Communications course placeholder until the development for this section was going to be complete. The development for this section was completed in June 2017 and revealed major differences between the placeholder section and this proposal.

Calendar description:

This course is an introduction to the theory, analysis, and practice of digital media for Trades & Technologies Educators. The course explores the educational potential of creating and using digital content and investigates its impact on individuals and society. Students will develop the basic knowledge and skills required to create an online portfolio. The course is entirely virtual. Students will require a computer with video conferencing capability, a reliable internet connection and a Smartphone or separate device for capturing images, video and audio. (2,2,0)

Prerequisites: Admission to the TTTE program

Implementation date: September 2018

Costs:

Library one-time	\$1520.00
Library ongoing	\$1095.00
Staffing	\$8255.00

ENGL 299 – 3 – 3 Special Topics: (Identified topic)

New Course

Rationale:

The Department does not currently have a second-year special topics course. We require one to offer pilot versions of new course offerings.

Calendar description:

Special topics include a close examination of specific literary genres, periods, movements, figures, or theoretical approaches. Please refer to the timetable and consult the department for a description of current offerings.

Prerequisites: 6 credits from: ENGL 100, 150, 151, 153, 199 but not including both ENGL 100 and ENGL 199

Implementation date: September 2018

Costs:

Library one-time	\$300.00
Staffing	\$8255.00

English as a Second Language – course revisions for:

- ESLE 010, ESLE 020,
- ESLW 011, ESLW 021,
- ESLR 012, ESLR 022,
- EAPD 101, EAPD, 202, EAPD 030, EAPD 040,
- EAPR 010, EAPR 020, EAPR 030, EAPR 040,
- EAPW 010, EAPW 020, EAPW 030, EAPW 040

Rationale: (for all courses)

a. Revised hours: The semesters established by Education Council do not enable an 80 hour or 160 hour length of course. This limitation is established by (i) the traditional start and end dates for other programs at OC, (ii) the requirement to test the majority of incoming students (OCELA Placement Test) for determining level placement, and (iii) the need for a reasonable gap between semesters for new student OCELA and placement. As a result, on average the department has offered this course as a 70 hour or 140 hour course in terms of class scheduled hours. The OC course description should reflect the actual hours of the course as timetabled. The number of hours per week will not change.

b. Revised prerequisites: (i) The in-house placement test (OCELA) results in a generalized outcome (a range in performance) that is identified as levels 1 through 6 and is not accurately represented by an exact numerical score. The proposed prerequisite revision reflects best practices of the assessment. (ii) Historical references to courses that have not been offered for over 5 years can be removed from the OC Calendar description.

c. Appropriate language for tuition calculation needs to ensure no change in tuition (per course, not per hour).

English as a Second Language – course revisions for:

- ESLE 010 ESL Listening and Speaking Level 1
- ESLE 020 ESL Listening and Speaking Level 2
- ESLW 011 Introduction to Writing
- ESLW 021 Writing Improvement

- ESLR 012 Introduction to Reading - Academic
- ESLR 022 Reading Improvement

Course revisions:

- Contact hours
- Prerequisites

ESLE 010 – ESL Listening and Speaking Level 1

Prerequisites:

Current	Proposed
None	Placement at Level 1 Listening and Speaking on OCELA

Hours:

Current	Proposed
10	10

ESLE 020 – ESL Listening and Speaking Level 2

Prerequisites:

Current	Proposed
None	Placement at Level 2 OCELA Listening and Speaking or ESLE 0101

Hours:

Current	Proposed
10	10

ESLW 011 – Introduction to Writing

Prerequisites:

Current	Proposed
None	Placement at Level 1 Writing on OCELA

Hours:

Current	Proposed
5	5

ESLW 021 – Writing Improvement

Prerequisites:

Current	Proposed
OCELA- Writing or ESLW 0111 , or equivalent	Placement at Level 2 Writing on OCELA; or ESLW 011 with a minimum grade of 65 required

Hours:

Current	Proposed
5	5

ESLR 012 – Introduction to Reading - Academic

Prerequisites:

Current	Proposed
None	Placement at Level 1 Reading on OCELA

Hours:

Current	Proposed
5	5

ESLR 022 – Reading Improvement

Prerequisites:

Current	Proposed
OCELA - Reading1 or ESLR 0122	Placement at Level 2 Reading on OCELA; or ESLR 012 ₁

1 minimum score of 31 required 2 minimum grade of 65 required	1 minimum grade of 65 required
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Hours:

Current	Proposed
5	5

English as a Second Language – course revisions for:

- EAPD 010 - Academic Discussion Skills I
- EAPD 020 – Academic Discussion Skills II
- EAPD 030 – Academic Discussion Skills 3
- EAPD 040 – Academic Discussion Skills 4

Course revisions:

- Contact hours
- Prerequisites

EAPD 010 - Academic Discussion 1

Prerequisites:

Current	Proposed
ESLE 020 ¹ or OCELA ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 199 required 3 minimum score of 4.5 required 4 minimum score of 052 require	Placement at Level 3 Discussion on OCELA; or ESLE 020 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 4.5 required 3 minimum score of 052 required

Hours:

Current	Proposed
10	10

EAPD 020 – Academic Discussion 2

Prerequisites:

Current	Proposed
EAPD 010 ¹ or OCELA ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 295 required 3 minimum score of 5.0 required 4 minimum score of 060 required	Placement at Level 4 Discussion on OCELA; or EAPD 010 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 5.0 required 3 minimum score of 060 required

Hours:

Current	Proposed
10	10

EAPD 030 – Academic Discussion 3

Prerequisites:

Current	Proposed
EAPD 020 ¹ or OCELA ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 337 required 3 minimum score of 5.5 required 4 minimum score of 071 required	Placement at Level 5 Discussion on OCELA; or EAPD 020 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 5.5 required 3 minimum score of 071 required

Hours:

Current	Proposed
10	10

EAPD 040 – Academic Discussion 4

Prerequisites:

Current	Proposed
EAPD 030 ¹ or OCELA ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 373 required 3 minimum score of 6.0 required 4 minimum score of 079 require	Placement at Level 6 Discussion on OCELA; or EAPD 030 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 6.0 required R minimum score of 079 required

Hours:

Current	Proposed
5	5

English as a Second Language – course revisions for:

- EAPR 010 - Academic Reading Skills I
- EAPR 020 – Academic Reading Skills 2
- EAPR 030 – Academic Reading Skills 3
- EAPR 040 – Academic Reading Skills 4

Course revisions:

- Contact hours
- Prerequisites

EAPR 010 - Academic Reading Skills 1

Prerequisites:

Current	Proposed
ESLR 022 ¹ or ESLW 024 ² or OCELA - Reading ³ or IELTS ⁴ or TOEFL Internet Based Score ⁵ 1 minimum grade of 65 required 2 minimum grade of 35 required 3 minimum score of 58 required 4 minimum score of 4.5 required 5 minimum score of 052 required	Placement at Level 3 Reading on OCELA; or ESLR 022 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 4.5 required 3 minimum score of 052 required

Hours:

Current	Proposed
5	5

EAPR 020 – Academic Reading Skills 2

Prerequisites:

Current	Proposed
EAPR 012 ¹ or EAPR 010 ¹ or OCELA - Reading ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 70 required 3 minimum score of 5.0 required 4 minimum score of 060 required	Placement at Level 4 Reading on OCELA; or EAPR 010 ¹ or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 5.0 required 3 minimum score of 060 required

Hours:

Current	Proposed
5	5

EAPR 030 – Academic Reading Skills 3

Prerequisites:

Current	Proposed
EAPR 0221 or EAPR 0201 or OCELA - Reading ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 82 required 3 minimum score of 5.5 required 4 minimum score of 071 required	Placement at Level 5 Reading on OCELA; or EAPR 020 ¹ or IELTS ² or TOEFL Internet Based Scores 1 minimum grade of 65 required 2 minimum score of 5.5 required 3 minimum score of 071 required

Hours:

Current	Proposed
5	5

EAPR 040 – Academic Reading Skills 4

Prerequisites:

Current	Proposed
EAPR 0321 or EAPR 0301 or OCELA - Reading ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 91 required 3 minimum score of 6.0 required 4 minimum score of 079 required	Placement at Level 6 Reading on OCELA; or EAPR 030 ¹ or IELTS ² or TOEFL Internet Based Scores 1 minimum grade of 65 required 2 minimum score of 6.0 required 3 minimum score of 079 required

Hours:

Current	Proposed
5	5

English as Second Language – course revisions for:

- EAPW 010 - Academic Writing Skills I
- EAPW 020 – Academic Writing Skills II
- EAPW 030 – Academic Writing Skills 3
- EAPW 040 – Academic Writing Skills 4

Course revisions:

- Contact hours
- Prerequisites

EAPW 010 - Academic Writing Skills 1

Prerequisites:

Current	Proposed
ESLW 021 ¹ or ELRW 024 ¹ or OCELA- Writing ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 61 required 3 minimum score of 4.5 required 4 minimum score of 052 required	Placement at Level 3 Writing on OCELA; or ESLW 021 ¹ or IELTS ² or TOEFL Internet Based Scores 1 minimum grade of 65 required 2 minimum score of 4.5 required 3 minimum score of 052 required

Hours:

Current	Proposed
5	5

EAPW 020 – Academic Writing Skills 2

Prerequisites:

Current	Proposed
EAPW 0111 or EAPW 0101 or OCELA- Writing ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 72 required 3 minimum score of 5.0 required 4 minimum score of 060 required	Placement at Level 4 Writing on OCELA; or EAPW 0101 or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 5.0 required 3 minimum score of 060 required

Hours:

Current	Proposed
5	5

EAPW 030 – Academic Writing Skills 3

Prerequisites:

Current	Proposed
EAPW 0211 or EAPW 0201 or OCELA- Writing ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 83 required 3 minimum score of 5.5 required 4 minimum score of 071 required	Placement at Level 5 Writing on OCELA; or EAPW 0201 or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 5.5 required 3 minimum score of 071 required

Hours:

Current	Proposed
5	5

EAPW 040 – Academic Writing Skills 4

Prerequisites:

Current	Proposed
EAPW 0311 or EAPW 0301 or OCELA- Writing ² or IELTS ³ or TOEFL Internet Based Score ⁴ 1 minimum grade of 65 required 2 minimum score of 93 required 3 minimum score of 6.0 required 4 minimum score of 079 required	Placement at Level 6 Writing on OCELA; or EAPW 0301 or IELTS ² or TOEFL Internet Based Score ³ 1 minimum grade of 65 required 2 minimum score of 6.0 required 3 minimum score of 079 required

Current	Proposed
5	5

ESL Certificate

Program revision:

- Graduation requirements

Rationale:

Since there are no graduation requirements, students are unable to receive a certificate.

Graduation requirements:

Existing:

None

Proposed:

Successful completion of ESLE 020, ESLR 022, and ESLW 021 or their equivalent with a minimum grade of 65% in each course. At least two of these courses need to be completed at Okanagan College to receive the certificate.

Reason:

The specification of graduation requirements will provide the students with a certificate to recognize existing program completion.

Implementation date: February 2018

Costs: n/a