Items Approved by Education Council
November 1, 2018

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Science, Technology, and Health

Blockchain Certificate
New program
Rationale:
The Blockchain Certificate Program will provide learners with information about Blockchain and how it can be integrated into businesses and organizations. Blockchain can help businesses to improve security of transactions, streamline business processes, optimize operations and reduce expenses.
A study by the Information and Communications Technology Council (ICTC), found that Blockchain, artificial intelligence, 5G mobile networks, 3D printing and virtual reality are creating a need for digital skills that will see a demand for an estimated 216,000 additional technology workers by 2021 in Canada. Namir Anani, president and chief executive of ICTC states that, "We have to look at how do we reposition the workforce rapidly through short-duration training to provide pathways and mobility to get into fast-growth sectors of the Canadian economy that are increasingly becoming digital".
https://business.financialpost.com/technology/the-digital-economy-has-created-a-demand-for-216000-more-tech-workers-report-finds
In August, Juniper Research conducted a Blockchain Enterprise Survey with almost 400 company founders, executives, managers and IT and found that:
- 66% expected Blockchain to be integrated into their systems by the end of 2018.
- 15% reported knowing very little about Blockchain and 76% reported believing that Blockchain could be very useful or quite useful for their company
https://www.juniperresearch.com/resources/infographics/blockchain-enterprise-survey-august-2017
Graduates will have the knowledge and skills required to interface with Blockchain developers.
Blockchain will significantly impact the way business is done, particularly in relation to financial and legal transactions and security. Examples of people who may be interested in gaining a deeper understanding of Blockchain include:
- lawyers who are considering using smart contracts
- bankers who want to learn more about Fintech and Blockchain
- realtors who are considering using smart contracts
- businesses who are considering using Blockchain to track products and protect customer information.

Calendar description:
The 112-hour digital Blockchain Certificate Program provides learners with knowledge, strategies, tools and skills related to the use of Blockchain in the workplace. Blockchain skills are required in a variety of fields including government, health, education, financial services, logistics, real estate, start-ups, oil and gas, the non-profit sector and business.
Using a digital pedagogy approach that integrates theory and practical application, learners use Blockchain tools, techniques and platforms to gain an understanding of this technology. Learners are provided with the essentials of Blockchain technology including how to use it and how it can add value within businesses and society.
Graduates of the Blockchain Certificate Program are qualified to write the Blockchain Professional (BCP) exam as part of the Foundation Technologies Institute credentialing process.
Admission requirements:
- BC 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.
- A minimum grade of 60% in one of: English 12, English 12 First Peoples, or TPC 12 (Technical and Professional Communications), or an equivalent Provincial Level Adult Basic Education English course; or a minimum score of 24/40 (level 4) on the LPI (Language Proficiency Index). Note: Communications 12 is not acceptable.
- A minimum grade of 60% in one of: Foundations of Mathematics and Pre-Calculus Grade 10, MATH 070, or in both Adult Basic Education MATH 071 and MATH 072.
Graduation requirements:
Learners must attain a minimum grade of 60% in all courses in the program.
Learners must pass the Final Exam with a minimum of 60% to receive the certificate.
Course additions:
BCC 101: INTRODUCTION TO BLOCKCHAIN (14hours)
This course provides learners with the foundational knowledge of today's Blockchain technology platforms and how this technology provides value to the world of business and society.
BCC 102: BLOCKCHAIN NETWORKS (28 HOURS)
This course provides learners with information on various types of Blockchain networks including public, private, consortium and permissioned networks. Learners explore what Blockchain networks are used for, the value they bring to business and society and how networks differ from each other.
BCC 103: INTRODUCTION TO BLOCKCHAIN PLATFORMS (28 HOURS)
This course provides learners with an introduction to the specific information related to Blockchain platforms including hyper ledger, bitcoin and ethereum.
BCC 104: WALLETS, EXCHANGES AND INTERACTION (14 HOURS)
This course provides learners with information about cryptocurrencies, the wallets that contain them and the role of exchanges in the digital economy.
BCC105: APPLICATION OF BLOCKCHAIN (28 HOURS)
This course provides learners with the opportunity to illustrate Blockchain principles and practices by participating in the manufacturing of a smart contract. Learners determine where smart contracts should be utilized, explain the purpose of the contracts and analyze the code. Learners demonstrate their comprehension of Blockchain and apply their knowledge in this final course.
Program outline:

Blockchain Certificate Program

CONTINUING STUDIES

The 112-hour digital Blockchain Certificate Program provides learners with knowledge, strategies, tools and skills related to the use of Blockchain in the workplace. Blockchain skills are required in a variety of fields including government, health, education, financial services, logistics, real estate, start-ups, oil and gas, the non-profit sector and business.

Using a digital pedagogy approach that integrates theory and practical application, learners use Blockchain tools, techniques and platforms to gain an understanding of this technology. Learners are provided with the essentials of Blockchain technology including how to use it and how it can add value within businesses and society.

Graduates of the Blockchain Certificate Program are qualified to write the Blockchain Professional (BCP®) exam as part of the Foundation Technologies Institute credentialing process.

Admission Requirements

- BC 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.
- A minimum grade of 60% in one of: English 12, English 12 First Peoples, or TPC 12 (Technical and Professional Communications), or an equivalent Provincial Level Adult Basic Education English course; or a minimum score of 24/40 (level 4) on the LPI (Language Proficiency Index). Note: Communications 12 is not acceptable.
- A minimum grade of 60% in one of: Foundations of Mathematics and Pre-Calculus Grade 10, or in MATH 070, or in both Adult Basic Education MATH 071 and MATH 072.

Graduation Requirements

Learners must attain a minimum grade of 60% in all courses in the program.
Learners must pass the Final Exam with a minimum of 60% to receive the certificate.

BCC 101 Introduction to Blockchain

14 Hours

This course provides learners with the foundational knowledge of today's Blockchain Technology platforms and how this technology provides value to the world of business and society.

Learning Outcomes

At the conclusion of this course, learners will be able to:

- describe the origin of Blockchain technology.
- define Blockchain including its purpose.
- explain a minimum of five key terms that relate to Blockchain technology.
- identify a minimum of five features as related to Blockchain technology.
- describe what a distributed database is.
- explain the difference between Bitcoin and Blockchain.
- describe Blockchain's value proposition as a technology and as a disruptor.
- describe the current impact of Blockchain technology on all aspects of business and society.

Learner Assessment

Participation	10%
Assignments	50%
Quizzes	40%
TOTAL	**100%**

BCC 102 Blockchain Networks

28 hours

This course provides learners with information on various types of Blockchain Networks including public, private, consortium and permissioned networks. Learners explore what Blockchain networks are used for, the value they bring to business and society and how networks differ from each other.

Learning Outcomes

At the conclusion of this course, learners will be able to:

- distinguish the types of Blockchain networks including what environment they are best suited for.
- describe the difference between public, private, consortium and permissioned Blockchain networks.

- explain the strengths and weaknesses of public, private, consortium and permissioned networks in the Blockchain ecosystem.
- provide examples of the type of network that would suit different types of businesses and the reasons for using that specific network.

Learner Assessment

Participation	10%
Assignments	50%
Quizzes	40%
TOTAL	**100%**

BCC 103 Introduction to Blockchain platforms

28 hours

This course provides learners with an introduction to the specific information related to Blockchain platforms including Hyper Ledger, Bitcoin and Ethereum.

Learning Outcomes

At the conclusion of this course, learners will be able to:

- describe five Hyper ledger frameworks.
- discuss how Hyper ledger leverages open standards and open governance to support business solutions.
- explain the differences between Hyper ledger and permission less Blockchain technologies.
- explain that tokens represent real assets and how they are utilized.
- describe the value of Bitcoin as it relates to a digital economy.
- explain what the characteristics are of smart contract and how they can bring value to business and society.

Learner Assessment

Participation	10%
Assignments	50%
Quizzes	40%
TOTAL	**100%**

BCC 104 Wallets, Exchanges and Interaction

14 hours

This course provides learners with information about cryptocurrencies, the wallets that contain them and the role of exchanges in the digital economy.

Learning Outcomes

At the conclusion of this course, learners will be able to:

- explain the purpose of cryptocurrencies.
- describe how cryptocurrencies work.
- explain how people interact with cryptocurrencies.
- evaluate how cryptocurrency exchanges support the digital economy.

Learner Assessment

Participation	10%
Assignments	50%
Quizzes	40%
TOTAL	**100%**

BCC 105 Application of Blockchain

28 hours

This course provides learners with the opportunity to illustrate Blockchain principles and practices by participating in the manufacturing of a smart contract. Learners will determine where smart contracts should be utilized, explain the purpose of the contracts and analyze the code. Learners will demonstrate their comprehension of Blockchain and apply their knowledge in this final course.

Learning Outcomes

At the conclusion of this course, learners will be able to:

- utilize Blockchain applications that use smart contract coding techniques.
- provide examples of when to use smart contracts.
- explain the purpose and benefits to using smart contracts.

Learner Assessment

Participation	10%
Assignments	40%
Final Exam	50%
TOTAL	**100%**

Implementation date: January 1, 2019
Cost: N/A

WET 120 – 1 – 30 Chlorination
Course revision:

- **Title-** new title: **Chlorine Handling and Disinfection Technologies**

Rationale:
The new title better represents what the course actually covers.
Implementation date: January 1, 2019
Cost: N/A

WET 202 – 3 – 4 WET Capstone Project
Course revision:

- **Prerequisites**

Rationale:
There is a mistake in the prerequisite listing.
Prerequisites:

Existing	Proposed
36 credits in the WET Program. Successful completion of 38 credits in the WET Program.	Successful completion of 38 credits in the WET Program.

Implementation date: January 1, 2019
Cost: N/A

WET 225 – 3 – 4 Computer Applications for WET
Course revision:

- **Prerequisites**

Rationale:
This course is set up as a concurrent course with WET 202, so it needs to have the same prerequisite as WET 202.
Prerequisites:

Existing	Proposed
36 credits in the WET Program.	Successful completion of 38 credits in the WET program.

Implementation date: January 1, 2019
Cost: N/A

WET 226 – 3 – 4 Advanced Wastewater Management
Course revision:

- **Title**- new title: **WET 226 Advanced Treatment Technologies**
- **Description**
- **Prerequisites**

Rationale:
The proposed change is to the title of the course, the course description and the prerequisites. This change reflects the interdisciplinary nature of advanced treatment technologies which are applied in municipal water treatment, municipal wastewater treatment and industrial wastewater treatment depending on the influent quality and desired effluent quality rather than just wastewater treatment. WET 214 Water Treatment was added as a pre-req along with WET 211 Wastewater Treatment because both courses provide suitable technical knowledge and applied skills that prepare the student for WET 226, which encompasses technologies that apply to the treatment of both water and wastewater.
Calendar description:
Existing:
This course reviews advanced wastewater treatment technologies with emphasis on enhanced solids and nutrient removal, pathogens, anaerobic and alternate processes, and industrial wastewater treatment technologies. Landfill leachate collection and treatment is covered, along with wastewater recycling and reuse.
Proposed:
This course reviews advanced treatment technologies with emphasis on enhanced solids and nutrient removal, pathogens, anaerobic and alternate processes, and industrial wastewater treatment technologies. Landfill leachate collection and treatment is covered, along with wastewater recycling and reuse.
Prerequisites:

Existing	Proposed
WET 211	WET 211 or WET 214

Implementation date: January 1, 2019
Cost: N/A

WET 240 – 3 Directed Studies in WET
Course deletion
Rationale:
We now have WET 202 Capstone Project course which allows the students to complete a project which demonstrates their learning.
Implementation date: January 1, 2019
Cost: N/A

Water Engineering Technology
Program revision:

- **Graduation requirements**
- **Deletion of courses**

Rationale:
The WET department has conducted a complete review of the program and is proposing substantial changes to create a single integrated curriculum. This means the EMT and WWT options would no longer exist. This change is expected to come online in 2021.
These changes reflect the changes in industry where the artificial division between "the environment" and human development no longer exists. Water industry professionals must be able to understand and manage all aspects of water in the natural and built environments.
In the meantime, the department is proposing the following changes:

- For the EMT students replace GEOG 205 and GEOG 212 with WET 214 and WET 226. This change brings the EMT students “back into the fold” and is a step towards the stream lining process. Further to that point it addresses the EMT students' lack of knowledge in advanced treatment process which is critical to their careers as regulators and environmental technologists.
- Removal of WET 240 as a 4th semester option for EMT students. We now have The WET 202 Capstone Project course which allows the students to complete a project which demonstrates their learning.

These changes affect only the EMT students.
Graduation requirements:
Existing:
Second Year - Environmental Monitoring Option
Semester Three:
BIOL 278 Microbiology of Water and Wastewater
CHEM 218 Applications of Environmental Chemistry
STAT 121 Elementary Statistics
WET 201 Applied Environmental Hydrogeology
WET 219 Applied Water Law
GEOG 205 Geographical Hydrology
WET 103 Co-op Work Term III (May - August) 4 months
Semester Four:
BIOL 275 Freshwater Plants and Animals
BIOL 279 Limnological Methods
CHEM 226 Introduction to Analytical Chemistry
WET 202 Wet Capstone Project
WET 225 Computer Applications for WET
Plus one elective from the following list of courses:
MATH 112 Calculus I
GEOG 212 Weather and Climate
WET 240 Directed Studies in WET
Proposed:
Second Year - Environmental Monitoring Option
Semester Three:
BIOL 278 Microbiology of Water and Wastewater
CHEM 218 Applications of Environmental Chemistry
STAT 121 Elementary Statistics
WET 201 Applied Environmental Hydrogeology
WET 219 Applied Water Law
WET 214 Water Treatment
WET 103 Co-op Work Term III (May - August) 4 months
Semester Four:
BIOL 275 Freshwater Plants and Animals
BIOL 279 Limnological Methods
CHEM 226 Introduction to Analytical Chemistry
WET 202 Wet Capstone Project

WET 225 Computer Applications for WET
WET 226 Advanced Treatment Technologies
Course deletions:
WET 240
Implementation date: January 1, 2019
Cost: N/A

Business, Culinary, and Commercial Aviation Programs

BUAD 215 – 3 – 3 **Restaurant Management**
Course revision:

- **Corequisites**
- **Prerequisites**

Rationale:
It is felt that, given the timing of topics covered in both courses, BUAD 111 and BUAD 215 can be taken at the same time. Having BUAD 111 as a prerequisite was causing some logistical problems for students, so this will help students wanting this specialty. Curriculum in BUAD 215 was examined to make sure that students had the required concepts from BUAD 111 at the appropriate time. The Accounting and Finance Sub Committee has examined and supports this change.
Corequisites and prerequisites:

	Current	**Proposed**
Prerequisites	BUAD 111	-
Corequisites	-	BUAD 111

Implementation date: November 1, 2018
Cost: N/A

BUAD 269 – 3 – 3 **Human Resources Management**
Course revision:

- **Corequisites**
- **Prerequisites**

Rationale:
Students in BUAD 269 require knowledge of all areas of management in order to understand how Human Resources affects these areas. This background is found in BUAD 123. If students are taking BUAD 123 at the same time they will not have the background early enough to be able to perform well in BUAD 269. Moving BUAD 123 from being a corequisite to being a prerequisite will ensure students are properly prepared for BUAD 269. Because this course is part of the accreditation for the CPHR designation, the rigor of the course must be maintained.
Corequisites and prerequisites:

	Current	**Proposed**
Prerequisites	-	BUAD 123
Corequisites	BUAD 123	-

Implementation date: November 1, 2018
Cost: N/A

Post-Diploma Certificate in Business Administration
Program revision:

- **Admission requirements**

Rationale:
The program was initially developed to allow OC business diploma or degree graduates to add a second specialization to their diploma or degree within a year, since we do not allow double majors in our programs. It now appears that international students are using the certificate as an easier way to get into Canada. If qualified, a two-year Post-Baccalaureate in Accounting or Marketing would be more appropriate for international students.
Admission requirements:
Existing:
Graduates with a diploma or degree in Business Administration may receive a post-diploma certificate in Business Administration by completing an additional 18 credits of BUAD courses, of which at least 15 credits must be course numbered 200 or higher. This certificate will be of interest to students who have completed on option and now wish to broaden their studies in a second option. Certificates are available in Accounting,

Financial Services, General Studies, Human Resource Management, Marketing, Management, and Tourism and Hospitality Management. Please contact the department chair for approval of your study plan.
Proposed:
Graduates with a diploma or degree in Business Administration **from Okanagan College** may receive a post-diploma certificate in Business Administration by completing an additional 18 credits of BUAD courses, of which at least 15 credits must be course numbered 200 or higher. This certificate will be of interest to students who have completed one option and now wish to broaden their studies in a second option. Certificates are available in Accounting, Financial Services, General Studies, Human Resource Management, Marketing, Management, and Tourism and Hospitality Management. Please contact the department chair for approval of your study plan.
Implementation date: November 1, 2018
Cost: N/A

TOUR 105 – 3 – 3 **Introduction to Tourism**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic coop. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 105 Introduction to Tourism is very similar to the existing BUAD 206 The Business of Tourism; however, it has been repositioned and revised as a first year course with updated content and projects. Rather than replacing BUAD 206 with TOUR 105, the courses will be cross-listed to provide students the option to complete either the BUAD Diploma, Tourism and Hospitality Option or the Tourism Management Diploma. Students will not be able to take both courses for credit.
Calendar description:
This course provides students with an understanding of the complex nature of tourism including economic, environmental and social impacts. Topics include: components of the tourism industry; linkages between tourism and hospitality; the size, scope and infrastructure of the tourism industry; trends and issues in the industry; travel motivators; career opportunities and the role of management.
Students with credit for BUAD 206 cannot take TOUR 105 for additional credit.
Course outline:

Course Number:	**TOUR 105**
Course Title:	**INTRODUCTION TO TOURISM**
Credits:	3
Calendar Description:	This course provides students with an understanding of the complex nature of tourism including economic, environmental and social impacts. Topics include: components of the tourism industry; linkages between tourism and hospitality; the size, scope and infrastructure of the tourism industry; trends and issues in the industry; travel motivators; career opportunities and the role of management.
Semester and Year:	**FALL 2019**
Prerequisite(s):	No

Corequisite(s):	No
Prerequisite to:	TOUR 200
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Required – TOURISM MANAGEMENT DIPLOMA
Substitutable Courses:	No
Transfer Credit:	
Special Notes:	Students with credit for BUAD 206 cannot take TOUR 105 for further credit
Originally Developed:	2018
EDCO Approval:	
Chair's Approval:	

Learning Outcomes

Upon completion of this course students will be able to

- discuss the structure, current trends and importance of the eight sectors of the tourism industry.
- describe the common components of tourism such as the theories of travel, travel motivations and tourism planning and development.
- describe the tourism sector's economic, environmental, and cultural impact.
- investigate the various organizations and associations related to the tourism sector.
- discuss key issues facing the future of the tourism industry both in Canada and around the world.

Course Objectives

This course will cover the following content:

- History and Overview
  Transportation
- Accommodation
  Food and Beverage Services
- Recreation
- Entertainment
- Travel Services
- Project Meetings with Professor
- Project Proposal Due
- Midterm Exam
- Services Marketing
  Customer Service
  Risk Management and Legal Liability
  Environmental Stewardship
- Indigenous Tourism
- Globalization and Trends

Evaluation Procedure

I.R.A. Journals and One Page Essays	20%
Research Project & Presentation	40%
Term Work (Combination of Online & Face-to-Face)	10%
Midterm and Final Exams	30%
Total	100%

Notes

Course Delivery: This course will be delivered in a blended face-to-face / online delivery model.

Student Effort Hours:

Face-to-Face Contact Hours: 19.5 Hours
On-line Learning Hours: 19.5 Hours
Independent Learning Hours: 40 Hours
Total Student Effort Hours: 100 Hours

Insights Resources and Application (I.R.A): (Individual Online Activity) 10%

- Students will be responsible for submitting an I.R.A. journals of between 300 and 400 words during the term. Students will also be required to comment on two I.R.A. entries from other students in the class.

One Page Essay Assignments (Individual Online Activity) 10%

- These exercises are designed to improve your critical thinking skills and your analytical writing abilities. For each theory assigned, you must write a one-page essay, due on the day indicated on the Moodle drop box provided. Students will also be required to comment on two I.R.A. entries from other students in the class.

Research Paper: (Team Independent Study Activity) 40%

- See the project brief under the Research Project icon in Moodle for complete details and marking rubric.
- This paper is to be no more than 2,500 words, approximately 10 double-spaced word processed pages, excluding Title Page, Bibliography, and Appendices.
- You are to select a subject that you want to learn about in Tourism (Suggestions will be provided under the Research Project icon in Moodle).
- Mark Distribution:
  - Project Proposal 5%
  - Research Paper 25%
  - Presentation 10%
- A 10% reduction of the maximum possible mark will be imposed for each day that the work is late (including due date) to a maximum of 5 days late.
- No work will be accepted after 5 calendar days have passed from the due date.
- All submitted work should indicate clear comprehension of the business communication courses that have been undertaken and marks will be deducted up to 20% for spelling, grammatical and organizational errors.

Midterm and Final Exam: 30%

- These activities can be any combination of key term definitions, short answer and short essay questions, case studies.
- Assignment activities and research topics are eligible material for the exams.
- The midterm exam is worth 15%, and your final exam is worth 15% of your final grade.

YOU MUST ACHIEVE A PASSING AVERAGE BETWEEN THE MIDTERM EXAM AND THE FINAL EXAM TO RECEIVE CREDIT IN THE COURSE

Required Texts/Resources

Introduction to Tourism and Hospitality in BC by Morgan Wescott, Editor. This Open Source Book can be downloaded for free from: http://opentextbc.ca/introtourism/

Example Course Schedule

Date		Topic	Text	Delivery
Week of:				
1		Course and Cohort Introductions History and Overview	Ch 1	F2F
2		Transportation Accommodation **Term** **Work Activity**	Ch 2 Ch 3	F2F Online
3		Food and Beverage Services **One Page Essay 1**	Ch 4	F2F Online
4		Recreation **Research Project Topic (approved by professor)**	Ch 5	F2F Online
5		Entertainment **I.R.A. Journal 2**	Ch 6	F2F Online

6		Project Meetings with Professor (via Skype/Facetime) **Project Proposal Due** **Midterm Exam**	(Ch 1 to 7)	Online Invigil.
7		Travel Services **Term Work Activity**	Ch 7	F2F Online
8		Services Marketing **One Page Essay 2**	Ch 8	F2F Online
9		Customer Service **One Page Essay 3**	Ch 9	F2F Online
10		Risk Management and Legal Liability **Term Work Activity**	Ch 10	F2F Online
11		Environmental Stewardship **One Page Essay 4**	Ch 11	F2F Online
12		Aboriginal Tourism **One Page Essay 5**	Ch 12	F2F Online
13		Back to the Big Picture: Globalization and Trends **Research Report Due**	Ch 14	F2F Online
14		**Presentations** **I.R.A. Journal 3**		F2F Online
		Final Exam Period	(Ch 8-12 & 14)	

Implementation date: September 1, 2019
Cost: N/A

Tour 130 – 3 – 3 **Tourism Marketing**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree is out of date. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new diploma Tourism Management Diploma, has been developed with four new courses and academic coop to address the needed changes. We have also introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 130 Tourism Marketing is similar to the existing BUAD 116 Marketing; however, it has been redeveloped with Tourism content, projects, and an emphasis on the service spectrum, as opposed to the focus on product marketing found in BUAD 116. BUAD 116 Marketing will continue to be offered as a component of the BUAD Diploma and BBA Degree as well as other programs. Students will not be able to take both courses for credit.
Calendar description:
This course introduces students to the principles and practices of marketing and how they can be applied to the tourism context. Tourism marketing processes are considered from supply and demand perspectives. Topics include identifying needs, monitoring changes in the environment, managing services and tourism products, distribution, promotion, people, and pricing.
Students with credit for BUAD 116 cannot take TOUR 130 for additional credit.

Course outline:

Course Number:	**TOUR 130**
Course Title:	**TOURISM MARKETING**
Credits:	3
Calendar Description:	This course introduces students to the principles and practices of marketing and how they can be applied in the tourism context. Tourism marketing processes are considered from supply and demand perspectives. Topics include identifying needs, monitoring changes in the environment, managing services and tourism products, distribution, promotion, people, and pricing. Students with credit for BUAD 116 cannot take TOUR 130 for additional credit.
Semester and Year:	**2019**
Prerequisite(s):	None
Corequisite(s):	None
Prerequisite to:	TOUR 240
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Tourism Management Diploma - Required
Substitutable Courses:	BUAD 116 with permission of the department chair
Transfer Credit:	
Special Notes:	
Originally Developed:	2018
EDCO Approval:	
Chair's Approval:	

Professors

Name	Phone number	Office	Email
(250) 762-5445			

Learning Outcomes

Upon completion of this course students will be able to

- define the term marketing in the tourism context
- explain the role of marketing research and decision support systems in the strategic planning process for marketing.
- compare the key concepts and theories relating to consumer and business to business decision making processes.
- describe the process of market segmentation identifying tourist market segments relevant to service or product offerings.
- describe the key concepts and theories relating to the five P's of marketing: Product, Place, Price, People, and Promotion.
- Discuss marketing issues unique to destination branding and marketing

Course Objectives

This course will cover the following content:

See Course Schedule

Evaluation Procedure

Term Work	20%
Mid-term Exams	25%
Term Project	30%
Final Exam	25%
Total	100%

Notes

Attendance and Participation

There is a direct correlation between attendance in class, participation in on-line activities, and a good academic grade. It is highly recommended that students read text materials before classes. Any work missed as a result of failure to attend class or complete online assignments is the responsibility of the student.

Term Work

The term work grade will be based the individual professor's decisions. It may include (but not limited to) quizzes, class participation, in-class work, on-line work, and independent study assignments.

Term Project

The project has two components:

a. Marketing Paper (20%)

b. Marketing Presentations (10%)

Please see assignment handout and professor for detailed instructions. You will be required to submit an electronic copy of the marketing papers to facilitate screening for plagiarism. A written copy is also required.

Final Exam

The final exam is cumulative, with an emphasis on chapters since the mid-term exams.
Students must earn at least half of the total exam marks to pass the course.

Late Submissions

Work that is submitted late may be rejected or subject to loss of marks at the discretion of the professor. However, after 5 days (including weekends and holidays), no work will be accepted for grading. All materials submitted for grading must be professionally presented and WILL be marked for spelling and grammar as well as content.

Required Texts/Resources

Kotler, et. al.. (2016). Marketing for Hospitality and Tourism, 7th edition. Saddle River, NJ: Pearson Inc. ISBN: 978-0-13-504559-6

Course Schedule

Date		Topic	Textbook
Week of:			
1		Course Introduction Introduction: Marketing for Tourism and Hospitality	Ch 1
2		Service Characteristics of Hospitality and Tourism Marketing	Ch 2
3		The Role of Marketing in Strategic Planning The Marketing Environments	Ch 3 Ch 4
4		Marketing Information Systems and Marketing Research Market Segmentation, Targeting and Positioning	Ch 5 Ch 8
5		Consumer Markets and Consumer Buying Behaviour Organizational Buying Behaviour	Ch 6 Ch 7
6		**Midterm Review** **Midterm Exam**	
7		Designing and Managing Services and Products	Ch 9
8		Internal Marketing	Ch 10
9		Pricing Products: Pricing Considerations, Approaches, and Strategy	Ch 11
10		Distribution Channels	Ch 12
11		Promoting Products: Communication and Promotion Policy and Advertising Promoting Products: Public Relations and Sales Promotion	Ch 13 Ch 14
12		Professional Sales Direct and Online Marketing: Building Customer Relationships	Ch 15 Ch 16

13		Destination Marketing	Ch 17
14		Presentations	
		Final Exam Period	

Implementation date: September 1, 2019

Cost: N/A

TOUR 200 – 3 – 3 **Tourism CO – OP**

New course

Rationale:

Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.

The academic co-op experience is modeled after the Nursing Practice and provides workplace-based learning opportunities in the tourism sector. The work term provides specific work based on the specified work requirements in the industry. The student completes their co-op under the guidance and supervision of the employer and college professor.

Calendar description:

Workplace-based learning opportunities provide experiential learning in the tourism sector. Students will practice the principles and skills learned during classroom studies and develop sector competencies. The co-op experience connects the learner with sector managers and employers, building employment linkages, and establishing the foundations of an individual's career. Students complete their co-op under the guidance and direction of the employer and the college professor.

Prerequisites:

Enrollment in the Tourism Management Diploma and TOUR 105, BUAD 123, CMNS 112, and MATH 114

Course outline:

Course Number:	**TOUR 200**
Course Title:	**TOURISM CO-OP**
Credits:	6
Calendar Description:	Workplace-based learning opportunities provide experiential learning in the tourism sector. Students will practice the principles and skills learned during classroom studies and develop sector competencies. The co-op experience connects the learner with sector managers and employers, building employment linkages, and establishing the foundations of an individual's career. Students complete their co-op under the guidance and direction of the employer and the college professor.
Semester and Year:	**Winter 2020**
Prerequisite(s):	Enrollment in the Tourism Management Diploma and TOUR 105, BUAD 123, CMNS 112, and MATH 114.

Corequisite(s):	No
Prerequisite to:	None
Final Exam:	No
Hours per week:	35
Graduation Requirement:	Required – Tourism Management Diploma
Substitutable Courses:	None
Transfer Credit:	
Special Notes:	
Originally Developed:	2018
EDCO Approval:	
Chair's Approval:	

Learning Outcomes

During the co-op work placement students will be able to:

- Communicate effectively with co-op employers using terminology, language, written formats, and professionalism typical of a tourism sector practitioner.
- Demonstrate their ability to meet the needs and expectations of their co-op employers.
- Self-assess workplace learning demonstrated thorough written reports and journals related to their experience.
- Interact professionally with their employers and tourism sector professionals.
- Demonstrate professional responsibility and accountability in a tourism work setting.
- Demonstrate their ability to network within the local and global tourism community through the development of interpersonal relationship skills with other employees, clients, and tourists.

Course Objectives

- See course schedule

Evaluation Procedure

Report 1: After 140 Hours	20%
Report 2: After 280 Hours	20%

Final Written report of the co-op work term experience	20%
Employer Evaluation (minimum grade: 65%)	40%
Total	100%

Notes

Tuition Fees

- Students are required to pay fees equivalent to 6 credit academic tuition

Required Texts/Resources

N/A

Course Schedule

		Co-op Assessment
Co-op Schedule		
		Students will work approximately 35 paid hours per week with a tourism/hospitality business/organization for their co-op work term to a total of 500 hours.
140	Hours	Co-op Report 1 Due
280	Hours	Co-op Report 2 Due
500	Hours	Final Written report of the co-op work term experience
500	Hours	Employer Evaluation (minimum grade: 65%)

To pass this course, you must receive a minimum 65% on your employer evaluation.
Implementation date: September 1, 2019
Cost: N/A

TOUR 209 – 3 – 3 **Tourism Law**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 209 Tourism Law is similar to the existing BUAD 209 Business Law; however, it has been redeveloped with Tourism content, projects, and an emphasis on Canadian and International Law specific to the Tourism sector. BUAD 209 Business Law will continue to be offered as a component of the BUAD Diploma and BBA Degree as well as other programs. Students will not be able to take both courses for credit.

Calendar description:
This course provides an overview of the law as it relates to the tourism and hospitality industry, including an examination of the fundamentals of tort law, contract law and special types of contracts commonly encountered by tourism professionals. A basic understanding of the law of torts and contracts will assist students to recognize and resolve simple legal problems of tourism businesses.
Students with credit for BUAD 209 cannot take TOUR 209 for additional credit.

Course outline:

Course Number:	**TOUR 209**
Course Title:	**Tourism Law**
Credits:	3
Calendar Description:	This course provides an overview of the law as it relates to the tourism and hospitality industry, including an examination of the fundamentals of tort law, contract law and special types of contracts commonly encountered by tourism professionals. A basic understanding of the law of torts and contracts will assist students to recognize and resolve simple legal problems of tourism businesses.
Semester and Year:	**2019**
Prerequisite(s):	No
Co-requisite(s):	No
Prerequisite to:	n/a
Final Exam:	Yes
Hours per week:	4
Graduation Requirement:	Tourism & Hospitality Diploma - Required
Substitutable Courses:	BUAD 209 with permission of the department chair
Transfer Credit:	
Special Notes:	Students with credit for BUAD 209 cannot take TOUR 209 for further credit.
Originally Developed:	2018
EDCO Approval:	

Chair's Approval:

Professors

Name	Phone number	Office	Email

Learning Outcomes

Upon completion of this course students will be able to

- identify the components of the legal system in Canada and the alternatives to conflict resolution
- describe the main legislation applicable to tourism businesses in British Columbia and when it is appropriate to seek legal advice
- identify the principles of common law relating to tort and contract law applicable to tourism businesses in British Columbia.
- determine why legal and business risk management are vital to a sustainable tourism business in British Columbia
- debate legal issues relevant to working in the tourism industry of British Columbia
- apply legal concepts of tort and contract law applicable to tourism businesses in British Columbia.
- develop business law briefs to solve legal issues relevant to tourism business in British Columbia
- formulate critical thinking arguments to resolve legal problems

Course Objectives

- Provide an explanation of the legal system in Canada
- Describe the nature and importance of legal issues relevant to tourism business in British Columbia
- Provide sufficient business law knowledge in the areas of tourism legislation, torts, contracts, employment, intellectual property, agency, commercial transactions and partnership to ensure the effective management of tourism businesses
- Provide the opportunity to apply appropriate legal concepts and practices to relevant modern case law from the tourism industry
- Provide the opportunity to develop written and oral skills for solving legal issues within the tourism industry in British Columbia

Evaluation Procedure

Mid-term Exam	25%
Final Exam	25%
Assignments & Moots	50%
Total	100%

*Students must earn half of all available exam marks to achieve a passing grade in the course.

Notes

Assignment and Exam Policy:

1. All assignments are due at the start of the lecture and on the date assigned by your professor. Late assignments beyond the end of class time will not be accepted.
2. Final exams will only be rescheduled in accordance with College policy as set out in the OC calendar; inconvenience to the student is not a valid reason for rescheduling an exam
3. Students must earn half of all available exam marks to achieve a passing grade in the course.

Required Texts/Resources

Business Law in Canada, Yates, Bereznicki-Korol & Clarke, 11th ed. Pearson 2013. ISBN 978-0-13-384713-0

Course Schedule

Date		Topic	Textbook	Assigned Reading	Team Assignments
2019		Insert key dates here to include start of classes; stat holidays and end of classes			
Class #1 Face to Face 2 hours	Date	Course Review Introduction to courses & expectations; Model for communications; Form teams; Nature of legal system in Canada	Ch. 1	Ch. 2, 3	Set team leader and team meeting times
Class #2 Online hybrid 1.5 hours	Date	Negotiation, Mediation, Arbitration – online delivery – webinar & video Introduce and conduct practice questions and online discussion – all students	Ch. 2, 3	Ch. 4	Assignment #1 handed out for students to complete individually online prior to class #3
Class #3 Online Hybrid 1.5 hours	Date	Tort Law – Intentional Torts Intentional Tourism Torts – online delivery – webinar and video Review of submitted assignment #1 and online discussion – all students	Ch. 4	Ch. 5	Assignment #2 handed out for student teams to complete and present in class #4
Class #4 Online Hybrid 1.5 hours	Date	Tort Law – Unintentional Torts Unintentional torts with a focus on negligence and waivers – online delivery – webinar and video Review of submitted assignment #2 and online discussion – all students	Ch. 5	Ch. 6, 7	Assignment #3 handed out for student teams to complete and present in class #5
Class #5 Face to Face 2 hours	Date	Tort Law – Professional Liability & Insurance Teach the role of professional liability and insurance Team presentations on assignment #3 dealing with negligence and effect of waivers	Ch. 6, 7	Ch. 8	Assignment #4 handed out for students to complete individually and submit prior to class #6

Class #6 Online Hybrid 1.5 hours	Date	Contract Formation & Contract Validity Webinar and Video Review of submitted assignment #4 and online discussion – all students	Ch. 8	Ch. 9	Assignment #5 handed out for students to complete individually and submit prior to class #7
Class #7 Online Hybrid 1.5 hours	Date	Contract Voidability & Breach Online delivery – webinar and video; Review of submitted assignment #5 and online discussion – all students	Ch. 9	Ch. 10 & 12	Assignment #6 handed out for student teams to complete together and present in class #8
Class # 8 Face to Face 2 hours	Date	Employment Law & Agency Teach the role of employment law and agency for tourism professionals Team presentations on assignment #6 dealing with contract voidability and contractual breach	Ch. 10 & 12	Ch. 13	Assignment #7 handed out for students to complete individually and submit prior to class #9
Class #9 Online Hybrid 1.5 hours	Date	Intellectual Property Trademark and copyright law – online delivery – webinar and video Review of submitted assignment #7 and online discussion – all students	Ch. 13	Readings	Assignment #8 handed out for students to complete individually and submit prior to class #10
Class #10 Online Hybrid 1.5 hours	Date	Legislation Affecting Tourism Businesses Identify and teach main legislation relevant to the hospitality industry including: Employment Standards Act; BC Labour Law; Freedom Of Information And Privacy Act; Canada Health Act; Licensing And Local Bylaws - online delivery – webinar and video Review of submitted assignment #8 and online discussion – all students	Readings	Ch. 16	Assignment #9 handed out for teams to complete together and present in class #11
Class #11 Face to Face 2 hours 18.5 total	Date	Commercial Transactions Face to face – teach the role of commercial transactions for tourism professionals Team presentations on assignment #9 dealing with current intellectual property issues in tourism	Ch. 16		
Class #12 1 hour Face to Face	Date	Skills Review and Exam Prep	All chapters	None	Prepare for midterm
Class #13 Face to Face 2 hours	Date	Midterm Exam			

Class #14 Online Hybrid 1.5 hours	Date	Review of Midterm exam	None	None	Review legal brief analysis
Class #15 Face to Face 2 hours	Date	Introduction to Legal Briefs Review of effective communication skills Practice debating skills	None	Legal brief analysis	Written Individual case brief assignment
Class #16 Online Hybrid 1.5 hours	Date	Intentional and Unintentional Tourism Torts Refresher – prepared video Practice Case Brief demonstration – prepared video Review of practice written individual case brief assignment and online discussion – all students	Ch. 4 & 5	Legal brief analysis	Case for Moot #1 handed out
Class #17 Face to Face 2 hours	Date	Moot #1 Tort Law – Intentional	Ch. 4 & 5		Case for Moot #2 handed out
Class #18 Face to Face 2 hours	Date	Moot #2 Tort Law – Professional Liability & insurance	Ch. 4 & 5		
Class #19 Online Hybrid 1.5 hours	Date	Contract Formation & Validity, Voidability & Breach Contract Formation, validity, voidability and breach refresher – prepared video	Chapters 6, 7 8 & 9		Case for Moot #3 handed out
Class #20 Face to Face 2 hours	Date	Moot #3 Contract Formation & Validity	Chapters 6 & 7		Case for Moot #4 handed out
Class #21 Face to Face 2 hours	Date	Moot #4 Contract Voidability and Breach	Chapters 8 & 9		Case for Moot #5 handed out
Class #22 Face to Face 2 hours	Date	Moot #5 Specialty Topic			
Class #23 Face to Face 1 hour	Date	Review for Final Exam			

Implementation date: September 1, 2019
Cost: N/A

TOUR 215 – 3 – 3 **Restaurant Management**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada.

Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 215 Restaurant Management is the same course as, and cross listed with, BUAD 215 Restaurant Management. Tourism Management students will take TOUR 215. Business students will take BUAD 215, for the BBA Degree in Tourism and Hospitality Management and the BUAD Diploma, Tourism and Hospitality option.

Calendar description:

This course provides a broad understanding of management theory and practice in the restaurant industry. The course covers aspects of restaurant marketing, service delivery, menu design and engineering, site selection, and facility design. The course introduces students to the concepts and practices related to cost controls from purchasing to sales. This course is also offered as BUAD 215.
Students with credit in BUAD 207, BUAD 218, or BUAD 215 cannot take TOUR 215 for additional credit.

Course outline:

Course Number:	**TOUR 215**
Course Title:	**RESTAURANT MANAGEMENT**
Credits:	3
Calendar Description:	This course provides a broad understanding of management theory and practice in the restaurant industry. The course covers aspects of restaurant marketing, service delivery, menu design and engineering, site selection, and facility design. The course introduces students to the concepts and practices related to cost controls from purchasing to sales. This course is also offered as BUAD 215.
Semester and Year:	**2020**
Prerequisite(s):	No
Corequisite(s):	BUAD 111
Prerequisite to:	No
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Tourism Management Diploma - elective
Substitutable Courses:	BUAD 215
Transfer Credit:	Yes
Special Notes:	Students with credit in BUAD 207, BUAD 218, BUAD 215 cannot take TOUR 215 for additional credit
Originally Developed:	2018

Professors

Name	Phone number	Office	Email

Learning Outcomes

Upon completion of this course students will be able to

- identify and describe target markets for a restaurant concept.
- choose and cost menu items suitable for a restaurant concept and target audience.
- apply menu design and engineering concepts to create an effective menu.
- apply site selection criteria to identify appropriate restaurant locations.
- use design and layout concepts to create an effective restaurant layout.
- apply the four step control process to each stage of the restaurant inventory cycle.
- apply critical cost concepts and ratios in the control process.

Course Objectives

This course will cover the following content including:

See Course Schedule

Evaluation Procedure

Course Exercises (Individual)	30%
Term Projects (Groups)	40%
Final Exam (Individual)	30%
Total	100%

Notes

Course Exercises (30%)

Your courses exercises grade will be calculated based on completion of a series of exercises and can include in class participation. One or more of these exercises will be assigned each week. Grades assigned to each exercise vary depending on the size and complexity of the exercise.

Term Project (40%)

To give students the opportunity to develop a restaurant concept of their choice, the Portfolio is one project divided into 4 parts, each worth 10% and each with its own deadline. Portfolios will be completed in teams of 2.

Final Exam (30%)

The final exam will be constructed from textbook material, lectures, homework, potential guest speakers and other activities in the course. You must pass the final exam in order to earn credit for the course.

There is a direct correlation between attendance in class and a good academic grade. It is highly recommended that students read text materials before classes. Any work missed as a result of failure to attend class is the responsibility of the student.
Students may be required to pay for travel and expenses related to site visits and/or field trips.
There will be a 10% per day loss of total potential marks for late work up to a maximum of 5 days. After 5 days, the work will NOT be accepted for grading. All materials submitted for grading must be professionally presented and WILL be marked for spelling and grammar as well as content.

Required Texts/Resources

Walker, John R., The Restaurant, from Concept to Operation, Wiley. Course Pack Exercises PDF.

Course Schedule

Date	Topic	Textbook
Week of:		
	Introduction Kinds and Characteristics of Restaurants	Ch 01
	Kinds and Characteristics of Restaurants	Ch 02
	Restaurant Marketing and Target Markets	Ch 14 (p402-421)
	Restaurant Concepts Restaurant Location and Site Criteria	Ch 03
	Introduction to the Control Process The Menu and Menu Engineering Standard Recipes and Menu Costing	Ch 04 Part A-1 Due
	Planning and Equipping the Restaurant	Ch 05
	READING BREAK *(Feb 8 to 12 – no classes)*	N/A
	Food Purchasing	Ch 06 Part A-2 Due
	Food and Beverage Cost Controls	Ch 08
	Food and Beverage Cost Controls (Continued)	Ch 08
	Food Production and Sanitation	Ch 09 Part A-3 Due
	Bar and Beverage	Ch 07
	Restaurant Leadership and Management	Ch 10
	Organizing, Recruiting and Staffing	Ch 11 Part A-4 Due

		Training and Development Portfolio Presentations Final Exam Review	Ch 12
		FINAL EXAM PERIOD	

Implementation date: September 1, 2019
Cost: N/A

TOUR 220 – 3 – 3 **Hotel Management**

Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and an academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 220 Hotel Management is the same course as, and cross listed with, BUAD 220 Hotel Management. Tourism Management students will take TOUR 220, Business students will take BUAD 220 for the BBA Degree in Tourism and Hospitality Management and the BUAD Diploma, Tourism and Hospitality option.
Calendar description:
This course presents an overview of the operation and management of a hotel property. Topics include: travel patterns affecting the industry; types of lodgings; functions and practices of the key departments; and management issues specific to hotels including guest safety and security. Current trends in guest services and amenities are examined. The principles of front desk management are covered including the reservations process, hotel revenue cycle, establishing room rates, preparation of the night audit and the use of technology in Property Management Systems. This course is also offered as BUAD 220.
Students with credit in BUAD 220 cannot take TOUR 220 for additional credit.
Course outline:

Business Administration

Course Number: TOUR 220

Course Title: HOTEL MANAGEMENT

Credits: 3

Calendar Description: This course presents an overview of the operation and management of a hotel property. Topics include: travel patterns affecting the industry; types of lodgings; functions and practices of the key departments; and management issues specific to hotels including guest safety and security. Current trends in guest services and amenities are examined. The principles of front desk management are covered including the reservations process, hotel revenue cycle, establishing room rates, preparation of the night audit and the use of technology in Property Management Systems. This course is also offered as BUAD 220.

Semester and Year: 2020

Prerequisite(s): No

Corequisite(s): No

Prerequisite to: No

Final Exam: Yes

Hours per week: 3

Graduation Requirement: Tourism Management Diploma - elective Substitutable Courses: BUAD 220
Transfer Credit:

Special Notes: Students with credit for BUAD 220 cannot take TOUR 220 for additional credit.
Originally Developed: 2018
EDCO Approval:
Chair's Approval:

Professors

Name	Phone number	Office	Email

Learning Outcomes

Upon completion of this course students will be able to

- describe the hotel industry from the perspective of the Hotel General Manager.
- identify travel patterns affecting the industry.
- describe the different types and characteristics of lodging operations.
- identify the major functions and practices of the key departments.
- identify issues specific to guest safety and security.
- identify current trends in guest services and development of lodging amenities.
- describe the key function of the front office.

Course Objectives

This course will cover the following content:

See Course Schedule

Evaluation Procedure

Current Affairs and Discussion/Presentation		15%
Research Report/PPT		35%
Project Outline/Sources	(5%)	
Presentation	(10%)	
Report	(20%)	
Mid-term Exam		20%
Final Exam		30%
Total		100%

Notes

Mid-term and Final Exams

Exams will be a combination of multiple choice, true and false, short answer, and short essay questions. The mid-term will be 1 ½ hours in length. The final, which will be 3 hours in length, may include foundational material from the beginning of the semester, but will mainly focus on the material covered during the second half of the semester.

Research Report and Presentation

You will be required to complete a research project and make a presentation on a hotel corporation selected from a list of possible choices or a topic critical to the hotel industry. Try to choose a company or topic from the list that you find interesting or is part of the hotel industry that you would like to learn more about.

You will adopt the role of a consultant who has been commissioned to collect data and to prepare a report describing the company. An outline is attached which will assist you. You will be assigned to a team of 2 – 3 people to prepare a business report and make a presentation on a hotel corporation or a topic of interest related to the hotel industry. You will receive a team mark on this project that is shared by all team members. An evaluation scheme will be posted on Moodle. Each presentation will be 20 minutes in length plus an additional 10 minutes allocated for a Q & A session at the end.

Required Texts/Resources

Hotel Operations Management, ., David K. Hayes Ph.D, Clarion Hotel and Conference Center. Jack Ninemeier, Ph.D, Michigan State University

Course Schedule

Date		Topic	Textbook
Week of:			3rd Ed.
		Introduction/ Course Outline	
		The Hotel Industry Overview The Guest Service Imperative	Ch 1 Ch 2
		The General Manager General Managers are Leaders	Ch 3 Ch 4
		Human Resources Current Affairs	Ch 5
		Revenue Management Current Affairs	Ch 7
		Sales and Marketing Current Affairs	Ch 8
		MID-TERM EXAM (Monday October 16, in class) Front Office	Ch 9
		Housekeeping Current Affairs	Ch 10

		Food and Beverage Current Affairs	Ch 11
		Property Operation & Maintenance Current Affairs	Ch 12
		Personal Safety and Property Security Current Affairs	Ch 13
		Franchise Agreements & Management Contracts Managing in the Global Hotel Industry	Ch 14 Ch 15
		Presentations	
		Presentations and Review	
		FINAL EXAM PERIOD	

Implementation date: September 1, 2019
Cost: N/A

TOUR 230 – 3 – 3 **Wine and Culinary Tourism**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 230 Wine and Culinary Tourism is the same course as, and cross listed with, BUAD 230 Wine and Culinary Tourism. Tourism Management students will take TOUR 230, Business students will take BUAD 230 for the BBA Degree in Tourism and Hospitality Management and the BUAD Diploma, Tourism and Hospitality option.
Calendar description:
This course provides learners with an understanding of wine and culinary tourism and its relationship to the tourism sector overall. Through experiential learning opportunities such as field trips, visits from local providers, and assignments linked to real situations, students engage with wine, food, and culture, both regionally and globally. Students gain awareness of how wine and culinary tourism impacts tourism destinations, from supply chain management to product development. This course is also offered as BAUD 230.
Students with credit in BUAD 230 cannot take TOUR 230 for additional credit.
Course outline:

Business Administration

Course Number: TOUR 230

Course Title: WINE AND CULINARY TOURISM

Credits: 3

Calendar Description: This course provides learners with an understanding of wine and culinary tourism and its relationship to the tourism sector overall. Through experiential learning opportunities such as field trips, visits from local providers, and assignments linked to real situations, students engage with wine, food, and culture, both regionally and globally. Students gain awareness of

how wine and culinary tourism impacts tourism destinations, from supply chain management to product development. This course is also offered as BUAD 230.

Semester and Year: 2020

Prerequisite(s): No

Co-requisite(s): No

Prerequisite to: No

Final Exam: Yes

Hours per week: 3

Graduation Requirement: Tourism Management Diploma - elective Substitutable Courses: BUAD 230

Transfer Credit: Yes

Special Notes: Students with credit for BUAD 230 cannot take TOUR 230 for additional credit

Originally Developed: 2018 EDCO Approval:

Chair's Approval:

Professors

Name	Phone number	Office	Email

Learning Outcomes

Upon completion of this course students will be able to

- define the scope and impact of the wine and culinary sectors on the tourism industry.
- explain the importance of wine and food in cultures and its subsequent Impact on tourism.
- describe the supply chain of wine and culinary tourism, in particular the roles/functions of key stakeholders and markets.
- describe how the wine and culinary sectors contribute to the development of a tourism destination.
- analyze how environmental factors (economics, geography and sociology) impact wine and culinary tourism.
- explain tourism the product development process as it relates to wine and culinary tourism.
- identify the issues and trends affecting this wine and culinary sectors.

Course Objectives

This course will cover the following content:

See Course Schedule

Evaluation Procedure

Assignments	25%

Case Study and Presentation	40%
Final Exam	35%
Total	100%

Notes

The consumption of wine for education/learning purposes will only be permitted to student 19 years of age or older.

Required Texts/Resources

Food and Wine Tourism, 2010, Erica Croce, Giovanni Perri, CAB International, Published: ISBN: 9781786391278.

Course Schedule

Date		Topic	Textbook
Week of:			
		Introduction The Spirit of a place on a plate	Ch 01
		The Environment: Tools of the Trade	Ch 02
		Field Experience 1 – The context for Food and Wine Tourism	
		Tourists on the Food and Wine Trail: Who are they?	Ch 03
		Transforming Terroir into a Tourist Destination	Ch 04
		The Supply Side: Actors involved in Food and Wine Production	Ch 05
		Food and Wine Tourism Best Practices: Case Studies from Around the World	Ch 06
		Field Experience 2 – experience a local business/operation with a focus on wine tourism	
		Supply Operators in the Food and Wine Tourism Industry	Ch 07
		Field Experience 3 – experience a local business/operation with a focus on culinary/food tourism	
		Experience Design: Itinerary Planning and Organization	Ch 08
		Presentations	

		Presentations Final Exam Review	
		Final Exam Period	

Implementation date: September 1, 2019
Cost: N/A

TOUR 240 – 3 – 3 **Service Design for Tourism**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 240 Service Design for Tourism is a second year course with content and projects that focus on the service offerings of tourism organizations.
Calendar description:
Students learn strategies of marketing intangible service offerings in the tourism and hospitality sectors. Emphasis will be placed on designing and delivering services that manage the gap between tourist expectations and perceived service quality. Students will engage in understanding tourist expectations, designing services, training, delivering, and communicating appropriate expectations.
Prerequisites:
TOUR 130 or BUAD 116
Course outline:

Course Number:	**TOUR 240**
Course Title:	**SERVICE DESIGN FOR TOURISM**
Credits:	3
Calendar Description:	Students learn strategies of marketing intangible service offerings in the tourism and hospitality sectors. Emphasis will be placed on designing and delivering services that manage the gap between tourist expectations and perceived service quality. Students will engage in understanding tourist expectations, designing services, training, delivering, and communicating appropriate expectations.
Semester and Year:	**Winter 2020**
Prerequisite(s):	TOUR 130 or BUAD 116
Corequisite(s):	None

Prerequisite to:	n/a
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Tourism Management Diploma - Required
Substitutable Courses:	No
Transfer Credit:	PMAC
Special Notes:	
Originally Developed:	2018
EDCO Approval:	
Chair's Approval:	

Professors

Name	Phone number	Office	Email
	(250) 762-5445		

Learning Outcomes

Upon completion of this course students will be able to

- explain the importance of services marketing in the tourism and hospitality context
- describe the elements of service quality
- explain the elements of the Gaps model of service delivery
- explain the roles of tourism and hospitality managers in the service process
- describe pricing strategies used in setting effective service pricing in the sector
- assess a tourism business's services delivery using the Gaps model of services marketing.

Course Objectives

This course will cover the following content:

See Course Schedule

Evaluation Procedure

Term Work	20%
Mid-term Exam	25%
Term Project	30%
Final Exam	25%

Total	100%

Notes

Class Attendance and Participation
There is a direct correlation between attendance in class, participation in on-line activities, and a good academic grade. It is highly recommended that students read text materials before classes. Any work missed as a result of failure to attend class or complete online assignments is the responsibility of the student.

Term Work
The term work grade will be based the individual professor's decisions. It may include (but not limited to) quizzes, in-class work, online and homework assignments.

Term Project
The project requires students to analyse a tourism organization's strategies and activities using secondary research. Students will critically assess the service offering using the GAPS model of service design. You will be required to submit an electronic copy of your term project papers to facilitate screening for plagiarism.

Midterm and Final Exams
The midterm and final exams are work 25% each. The final exam is cumulative, with an emphasis on chapters since the mid-term exams. Students must earn at least half of the total exam marks to pass the course.

Late Submissions
Work that is submitted late may be rejected or subject to loss of marks at the discretion of the professor. However, after 5 days (including weekends and holidays), no work will be accepted for grading. All materials submitted for grading must be professionally presented and WILL be marked for spelling and grammar as well as content.

Required Texts/Resources

Services Marketing: Integrating Customer Focus Across the Firm, Sixth Edition, Zeithaml, V.A., Bitner, M. & Gremler, D.D., McGraw-Hill ISBN 978-0-07-811205-8

Course Schedule

Date		Topic	Textbook
Week of:			
1		Course overview and introductions Introduction to Services	Ch 01
2		Gaps Model of Service Quality	Ch 02
3		Customer Expectations of Service Customer Perceptions of Service	Ch 03 Ch 04
4		Listening to Customers Through Research	Ch 05

5		Building Customer Relationships Service Recovery	Ch 06 Ch 07
6		Service Innovation and Design **Midterm Exam**	Ch 08
7		Customer-Defined Service Standards	Ch 09
8		Physical Evidence and the Servicescape	Ch 10
9		Employees' Roles in Service Delivery	Ch 11
10		Customers' Roles in Service Delivery	Ch 12
11		Managing Demand & Capacity	Ch 13
12		Integrated Services Marketing Communications	Ch 14
13		Pricing of Services and The Bottom Line	Ch 15 Ch 16
14		Presentations	
		Final Exam Period	

Implementation date: September 1, 2019
Cost: N/A

Tour 299 – 3 – 3 **Conventions Management**
New course
Rationale:
Tourism education in BC and Canada has evolved significantly over the last decade. Our current model of a tourism and hospitality option in the BUAD Diploma and BBA degree emphasizes the hospitality sector of the Tourism industry. We have met extensively with industry and reviewed competitive programs in Canada. Based on this work, a new Tourism Management Diploma that focuses on the broader field has been developed with four new courses and academic co-op. We have introduced the new course code TOUR to highlight the tourism courses in the College calendar.
TOUR 299 Conventions Management is the same course as, and cross listed with, BUAD 299 Conventions Management. Tourism Management students will take TOUR 299, Business students will take BUAD 299 for the BBA Degree in Tourism and Hospitality Management and the BUAD Diploma, Tourism and Hospitality option.
Calendar description:
This course focuses on the conventions, meeting and trade show industry. Topics include: the size and scope of the industry, industry trends, the characteristics of the corporate, association and other market segments, and preparation of a marketing plan. How to plan, organize, direct and control the key aspects of a successful convention will also be covered. This course is also offered as BUAD 299.
Students with credit in BUAD 299 cannot take TOUR 299 for additional credit

Course outline:

Business Administration	
COURSE NUMBER:	TOUR 299
COURSE TITLE:	CONVENTIONS MANAGEMENT
CREDITS:	3
CALENDAR DESCRIPTION:	This course focuses on the conventions, meeting and trade show industry. Topics include: the size and scope of the industry, industry trends, the characteristics of the corporate, association and other market segments, and preparation of a marketing plan. How to plan, organize, direct and control the key aspects of a successful convention will also be covered. This course is also offered as BUAD 299.
SEMESTER & YEAR:	2020
PREREQUISITE:	None
CO-REQUISITE:	None
PREREQUISITE TO:	None
FINAL EXAM:	Yes
GRADUATION REQUIREMENT:	Tourism Management Diploma - Elective
SUBSTITUTABLE COURSES:	BUAD 299
TRANSFER CREDIT: SPECIAL NOTES:	Students with credit for BUAD 299 cannot take TOUR 299 for additional credit.
DEVELOPMENT DATE:	2018
REVISION DATE:	2018

PROFESSOR: REQUIRED TEXTS:

Convention Sales and Services, Astroff, M.T. & Abbey, J.R..

EVALUATION PROCEDURE:

Assessment in this course is continuous and will consist of:

Marketing Plan:	Students will be required to produce a marketing plan relating to the Kelowna conference market based on models discussed in Chapter 2 of the text	30%
Course Contribution:	Students can earn up to 10 marks for their contribution to the course including but not limited to attendance, participation, presentations and case studies	10%
Mid-term Exam:	The exam will cover Chapters 1 through 7	25%
Final Exam:	The exam will cover Chapters 8 through 18	35%

COURSE SCHEDULE:

DATE		TOPICS	TEXT
		Course Introduction Convention, Meetings and Trade Show Industry Developing a Marketing Plan	Ch 1 Ch 2
		Convention Sales Association and Corporate Markets	Ch 3 Ch 4 & 5
		SMERF and Other Markets	Ch 6 & 7
		Advertising Negotiations/Contracts	Ch 8 Ch 9
		In-class presentations re Career Development Programs	
		Class attends the TIC Conference, Vancouver,	
		Reading Break	
		1st Periodic Exam	
		Guest Services Event Preparation and Setup	Ch 10,11 & 12
		Function Rooms and Meeting Setups Food and Beverage Service	Ch 13 Ch 14
		2nd Periodic Exam	

		In-class presentations re Eco-friendly Conferences Audiovisual and Admission Systems	Ch 15 & 16
		Site visit to Delta Grand Okanagan	
		In-class presentations re Trade Show Assignment Exhibits and Trade Shows	Ch 17 & 18

Implementation date: September 1, 2019
Cost: N/A

Tourism Management Diploma
New program
Rationale:
OSB requires a new Tourism Management Diploma to meet the needs of its tourism students, communities, and stakeholders.
The Okanagan School of Business does not currently offer a Tourism Management credential; the credential currently offered is a business credential with specialty option in Tourism and Hospitality Management. Tourism studies are an anomaly in the OSB in that we are a sector specific rather than discipline specific area of study.
Students seeking tourism credentials do not recognize the business diploma as their desired credential. As such, the OSB is not positioned to compete in the tourism education arena. Currently, 20 Institutions in BC alone offer Tourism specific credentials, some credentials are housed within "business schools", others are in their own "schools". Consultation revealed that Tourism students actively search for institutions that offer a specific tourism credential and do not equate a business diploma with a tourism diploma. Without a tourism specific credential it is impossible for OSB to compete in this space.
There is, however, significant demand for tourism courses in the OSB. Current enrolments are at their highest point ever.
Tourism oriented businesses also seek a tourism specific credential. This is evidenced by the fact that when the Revelstoke Tourism Advisory Council sought an education partner they reviewed OSBs business diploma tourism option and indicated that they were not seeking a business credential, but a tourism credential.
The current labour shortages in the sector indicates that there is significant demand for both coop placements and job placements for graduates in all communities throughout the OSBs service area. This is also evidenced by the fact that communities, such as Revelstoke, have sought to strategically partner with OSB to provide a Tourism Management Diploma in their community to help address a skilled tourism labour shortage.
Calendar description:
The Tourism Management Diploma at Okanagan College provides students with the opportunity to embark on a career in the tourism sector. The program includes courses which cover core tourism and business management functions as well as providing opportunities for students to network and build connections within the sector. An integral part of this program is a 12 to 16 – week faculty supervised academic co – op work term. Students will have the opportunity to pursue a number of elective courses in hotel, restaurant, human resource management, and convention and events management. Upon graduation, students can apply for front line managerial positions in the sector.
The academic co-op work placement may require some or all of the following certifications to be completed prior to commencement: Serving it Right, Super Host, WHMIS, Food Safe, First Aid Level 1.
Admission requirements:
Regular Applicants:

- B.C. secondary school graduation or equivalent.
- Students graduating from secondary school in or prior to 2012: Principles of Mathematics 11, or an equivalent Advanced Level Adult Basic Education mathematics course; or a minimum grade of 70% in Introductory Mathematics 11; or a minimum grade of 60% in Applications of Mathematics 11.

Students entering Grade 10 in or after 2010 and/or completing the new mathematics curriculum: A minimum of 60% in one of Pre-calculus Grade 11, Foundations of Mathematics Grade 11, or Apprenticeship and Workplace Mathematics Grade 11, or the equivalent Advanced Level Adult Basic Education mathematics course.

- English 12 with minimum 60% or alternatives.

Mature Applicants:
Mature applicants are at least 19 years of age and have been out of full-time senior secondary study for at least one year. Senior secondary graduation will be waived for mature applicants. Mature applicants without English 12 can write the LPI and must receive a minimum score of level 4. Mature applicants without Mathematics 11 can take the mathematics diagnostic test, administered by Okanagan College. A minimum score of 16/25 is required.
Qualifying status:
Applicants who ultimately fail to satisfy the specific English and/or math entrance requirements may be granted admission to and be allowed to remain enrolled in the Tourism Management program as qualifying students subject to the availability of space after the admission and registration of qualified applicants. Qualifying students may concurrently register in a maximum of three first-year business courses, any three for which they satisfy the prerequisites. Qualifying first-year tourism management students will not be considered to be continuing students and will, therefore, be allowed to continue in the program after the qualifying year only if all outstanding course entrance requirements have been successfully completed.
Senior secondary students who enter the Business Administration diploma program who have completed and passed both Entrepreneurship 11 and Marketing 11 may receive credit for BUAD 116.
Senior secondary students who enter the Business Administration diploma program with a minimum grade of 73% in Accounting 12 may receive credit for BUAD 111.

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

Courses additions:
TOUR 105, TOUR 130, TOUR 200,TOUR 209, TOUR 215, TOUR 220, TOUR 230, TOUR 240, TOUR 299 (Note TOUR 105,TOUR 215, 220, 230, and 299 are only new cross listing course codes)

Program outline:
Students must complete 60 credit hours as prescribed below:
Required:
TOUR 105 – Introduction to Tourism (3 credits)
TOUR 130 – Tourism Marketing (3 credits)
TOUR 200 – Tourism Co-op (6 credits)
TOUR 209 – Tourism Law (3 credits)
TOUR 240 – Services Design for Tourism (3 credits)
BUAD 111 – Financial Accounting I (3 credits)
BUAD 123 – Management Principals (3 credits)
BUAD 128 – Computer Applications I (3 credits)
BUAD 176 –Professional Sales (3 credits)
BUAD 195 – Financial Management (3 credits)
BUAD 200 – Digital Marketing (3 credits)
BUAD 264 – Management Accounting (3 credits)
BUAD 293 – Entrepreneurship (3 credits)
CMNS 112 – Professional Writing 1 (3 credits)
MATH 114 – Business Mathematics (3 credits)
Plus four of:
TOUR 215 – Restaurant Management (3 credits)
TOUR 220 – Hotel Management (3 credits)
TOUR 230 – Wine and Culinary Tourism (3 credits)
BUAD 262 – Organizational Behaviour (3 credits)
BUAD 269 – Human Resources Management (3 credits)
TOUR 299 – Conventions Management (3 credits)

Implementation date: September 1, 2019
Cost: N/A

BUAD 206 – 3 – 3
Course deletion **The Business of Tourism**
Rationale:
This course is being replaced by TOUR 105.
Implementation date: May 1, 2020
Cost: N/A

K – 12 Entrance Requirements

Grades 10, 11, and 12 Mathematics Courses

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “Apprenticeship and Workplace Math 10”, “Apprenticeship and Workplace Math Grade 10”, Apprenticeship and Workplace Mathematics 10” or “Apprenticeship and Workplace Mathematics Grade 10” are noted, add “Workplace Mathematics 10” as acceptable at the same noted minimum grade.
- Where “Apprenticeship and Workplace Math 11”, “Apprenticeship and Workplace Math Grade 11”, Apprenticeship and Workplace Mathematics 11” or “Apprenticeship and Workplace Mathematics Grade 11” are noted, add “Workplace Mathematics 11” as acceptable at the same noted minimum grade, except for Electrician Pre-Apprenticeship.
- Where “Apprenticeship and Workplace Math 12”, “Apprenticeship and Workplace Math Grade 12”, Apprenticeship and Workplace Mathematics 12” or “Apprenticeship and Workplace Mathematics Grade 12” are noted, add “Apprenticeship Mathematics 12” as acceptable at the same noted minimum grade. In addition for Electrician Pre-Apprenticeship add “Apprenticeship Mathematics 12 with a minimum grade of 67%”, and for Welding Foundation Certificate add “Apprenticeship Mathematics 12 with a minimum grade of 50%”.

Programs Affected:

- Grade 10 - Collision Repair; Mechanical Building Trades; Construction Trades; Food, Wine & Tourism.
- Grade 11 - Office Admin; Aircraft Maintenance Engineering; Motor Vehicle Trades; Business Admin; Construction Trades; Commercial Aviation; Food, Wine & Tourism; Electrical Building Trades; Welding.
- Grade 12 - Business Admin (including Food, Wine & Tourism), Trades Technology Teacher Education.

While other grade 10, 11 & 12 Mathematics courses have changed in content, the course names have not changed and will remain as currently stated in the OC Calendar. Individual departments should review the changes in these courses to determine if a change in OC program admission requirements or course prerequisites is required. The OC Math Department’s summary of the High School Mathematics changes will help in this regard. The courses include:

- Pre-calculus 12
- Pre-calculus 11
- Foundations of Mathematics 12
- Foundations of Mathematics 11
- Foundations of Mathematics and Pre-calculus 10

Note: In the current OC Calendar the above courses sometimes include the word “grade” immediately prior to the grade level. While the word “grade” is not part of the official course name, its inclusion is understood to refer to the same course as noted above.

Other Mathematics courses listed in the OC Calendar are High School courses offered in earlier years but no longer available. No changes are required for these courses.

Grades 11 and 12 Science and Other Courses

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “Applications of Physics 11” is noted, add “Physics 11” as acceptable at the same noted minimum grade.
- Where “Applications of Physics 12” is noted, add “Physics 12” as acceptable at the same noted minimum grade.
- Where “Biology 11” is noted, add “Life Sciences 11” as acceptable at the same noted minimum grade.
- Where “Biology 12” is noted, add “Anatomy and Physiology 12” as acceptable at the same noted minimum grade.
- Where “Human Service 12” is noted, add “Child Development and Caregiving 12” as acceptable at the same noted minimum grade.

Programs Affected:

- BSN, Certified Dental Assistant; Civil Engineering; Early Childhood Education; Electronic Engineering; Human Kinetics; Pharmacy Technician; Practical Nursing; Therapist Assistant; and Food, Wine & Tourism.

While other grade 11 & 12 courses used as OC program admission requirements or course prerequisites have changed in content, the course names have not changed and will remain as currently stated in the OC Calendar. Individual departments should review the changes in these courses to determine if a change in OC program admission requirements or course prerequisites is required. These courses include:

- Physics 11
- Physics 12
- Chemistry 11
- Chemistry 12
- Geology 12 (BSN – UBCO only)
- Accounting 12

Other high school courses are being revised but these courses are not program admission requirements or course prerequisites for any OC program or course.

Other similar courses listed in the OC Calendar are High School courses offered in earlier years but no longer available. No changes are required for these courses.

Grades 10, 11, and 12 English Courses

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “English 10” is noted, add “any two of: Composition 10, Creative Writing 10. Literary Studies 10, New Media 10, and Spoken Language 10” as acceptable at the same noted minimum grade.
- Where “English First Peoples 10” is noted, add “any two of: EFP Writing 10, EFP Literary Studies 10, EFP New Media 10, and EFP Spoken Language 10” as acceptable at the same noted minimum grade.

  Note: The new grade 10 courses are only two credits each. The current grade 10 course is four credits so two courses are required to meet the requirement.
- Where “English 11” is noted, add “Composition 11”, “Creative Writing 11”. “Literary Studies 11”, New Media 11” and “Spoken Language 11” as acceptable at the same noted minimum grade.
- Where “English First Peoples 11” is noted, add “EFP Literary Studies and Writing 11”. “EFP Literary Studies and New Media 11” and “EFP Literary Studies and Spoken Language 11” as acceptable at the same noted minimum grade.
- Where “English 12” is noted, add “English Studies 12” as acceptable at the same noted minimum grade.
- Where “English Literature 12” is noted, add “Literary Studies 12” as acceptable at the same noted minimum grade.

Programs Affected:

- Grade 10 - Collision Repair; CS - Building Service Worker; CS - Drupal; Motor Vehicle Trades; Mechanical Building Trades; Construction Trades; Welding; Food, Wine & Tourism.
- Grade 11 - Office Admin; Aircraft Maintenance Engineering; Health Care Assistant

  Note: Individual departments may want to analyze the new grade 10 and 11 courses to determine which ones really are acceptable as program admission requirements or course prerequisites.
- Grade 12 –
  - Arts: Associate of Arts; Communications, Culture & Journalism; Criminal & Social Justice, Environmental Studies, General Studies; Writing & Publishing; International Development, Viticulture Certificate Business: Business Administration; Food, Wine & Tourism (Culinary Management, Viticulture, Viticulture Technician); Commercial Aviation
  - Health: Certified Dental Assistant; Health Care Assistant; Early Childhood Education; Human Kinetics; Human Service Work; Medical Office Assistant, Pharmacy Technician, Practical Nursing, Therapist Assistant,
  - Science: Analytical Chemistry, Applied Ecology, Applied Science, Associate of Science Technologies: Animation, Civil Engineering; Computer Information Systems; Electronic Engineering; Mechanical Engineering, Network and Telecommunications, Sustainable Construction Management, Water Engineering, Trades Technology Teacher Education;
  - Trades: Aircraft Maintenance Engineering;
  - CSCT: Aboriginal Community Support Worker, Audio Engineering, Autism Spectrum, Education Assistant, Home Inspection, Learner-Centred Instructor, Medical Device Reprocessing Technician, Medical Office Assistant, Nursing Unit Assistant, Occupational Health and Safety, Project Management, Special Needs Worker, Teaching English as a Second Language, Wine Sales, Winery Assistant

“English First Peoples 12” has changed in content but the course name has not changed and will remain as currently stated in the OC Calendar. Individual departments should review the changes in this course to determine if a change in OC program admission requirements or course prerequisites is required.

“New Media 12” and “Spoken Language 12” are new courses that have been added to the curriculum. Individual departments may want to review the content of these courses to see if they would be appropriate OC program admission requirements or course prerequisites.

Other English courses listed in the OC Calendar are High School courses offered in earlier years but no longer available. No changes are required for these courses.