Board of Governors
Open Session Meeting Agenda

Tuesday, January 29, 2018
10:00a.m. – 11:45 a.m.
S103B, Okanagan College Kelowna Campus

We acknowledge that we are meeting on the unceded territory of the Syilx (Okanagan) people.

		Related Pages	Time
1.	APPROVAL OF AGENDA Recommended Motion: "BE IT RESOLVED THAT the January 29, 2019, Okanagan College Board of Governors Open Session meeting agenda is approved".		10:00am
2.	DECLARATION OF CONFLICT		
3.	ELECTION OF BOARD CHAIR & VICE CHAIR		
4.	CONSENT AGENDA Recommended Motion: "BE IT RESOLVED THAT the Consent Agenda be approved as presented".		
	4.1 Minutes – November 29, 2018	ï- ò	
	4.2 Written Reports		
	4.2.1 President's Report – J. Hamilton	ó r õ	
	4.2.2 Education Council Report – C. Newitt	1 ì- î ó	
	4.3 Information		
5.	BUSINESS ARISING FROM THE MINUTES		
6.	PRESENTATION		
	6.1 Okanagan College Student Union (OCSU) Presentation – M. Fellhauer, K. Safinu		
	6.2 Regional Dean's Report, Central Okanagan – P. Ashman		

Board of Governors
Open Session Meeting Minutes -

Tuesday, November 27, 2018
Okanagan College – Revelstoke Centre

Board Members Present

- x Gloria Morgan, Vice Chair
- x Jim Hamilton
- x Chris Newitt
- x Devin Rubadeau
- x Juliette Cunningham
- x Dave Porteous
- x Blake Edwards
- x Tina Lee
- x Shelley Cook
- x Shakti Singh
- x Charity Gerbrandt – via teleconference for Governance Committee Report only

Regrets

- x Chris Derickson, Chair
- x Bob McGowan
- x Karmvir Dhaliwal

Other Staff:

- x Andrew Hay, Vice President, Education
- x Curtis Morcom, Vice President, Employee & Corporate Services
- x Charlotte Kushner, Vice President, Students
- x Allan Coyle, Director, Public Affairs
- x Joan Ragsdale, Regional Dean, Shuswap/Revelstoke
- x Margaret Johnson, Board Secretary

Observers:

		ACTION
4.	DECLARATION OF CONFLICT No conflicts declared	
5.	CONSENT AGENDA Motions: “BE IT RESOLVED THAT the Consent Agenda be approved as presented.” “BE IT RESOLVED that the be following persons be appointed as Board Observers for a year term from November 27, 2018 to November 26, 2019: Sharon Mansiere, representing Okanagan College Faculty Association (OCFA), Cam McRobb, representing BCGEU Vocational Instructors, Valerie Tuhkala, representing BCGEU Support Staff, Jill Panton, representing Okanagan College Admin. Association, Shantelle Bishop, Student Representative for South Okanagan, and Elske Larson, Student Representative for Shuswap/Revelstoke.”	J. Cunningha T. Lee CARRIED
6.	BUSINESS ARISING FROM THE MINUTES None	
7.	PRESENTATION	

	ACTION
8.5.2 Program Revisions Motions: "BE IT RESOLVED THAT the Okanagan College Board of Governors approves the revision of the Water Engineering Technology Diploma recommended by Education Council and as presented."	T. Lee S. Cook CARRIED
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the revision of the Post-Diploma Certificate in Business Administration as recommended by Education Council and as presented."	T. Lee J. Cunningham CARRIED

9. VERBAL REPORTS

9.1 Board Vice-Chair Report – G. Morgan

The Board Vice-Chair congratulated Devin Rubadeau on receiving the Derek Cook Memorial Award for International Opportunities.

Internationalization

f

Education Council Report to the Board

January 29, 2019

Education Council met on December 6, 2018 and approved 2 new courses, 4 course revisions, new

Or a minimum of 63% in the ABLE mathematics test. 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%.

ASTD 108 Automotive Chassis Systems I
Students learn the systems used in automotive chassis service and repair. Students will service and repair automotive chassis systems.

ASTD 109 Automotive Brake Systems I
Students learn the systems used in automotive brake service and repair. Students then demonstrate the skills to service and repair automotive brake systems.

ASTD 110 Automotive Steering and Control Systems I
Students learn the systems used in automotive steering and control systems service and repair. Students then demonstrate the skills to service and repair automotive steering and control systems.

ASTD 111 Automotive Suspension and Control Systems I
Students learn the systems used in automotive steering and suspension service and repair. Students then demonstrate the skills to service and repair those suspension and control systems.

ASTD 112 Automotive Maintenance
Students learn the systems used in automotive maintenance service and repair. Students will perform automotive maintenance service and repair.

ASTD 200 Automotive Business Practices I
Students learn business practices used in the automotive service and repair industry. The student will use basic computer skills using industry software and word processing and spreadsheet software to complete estimates, quotes, invoices and reports.

ASTD 201 Automotive Electronic Systems I
Students learn basic electronic theory and applications in automoti8(e)9.004(11.04 Tf 4BT /TT app)5(li) repair in

ASTD 207 Automotive Engine Management
Students learn the engine management systems and applications used in an automobile including fuel systems, port fuel injection and gasoline direct injection systems.

ASTD 208 Automotive Electronic Systems II
Students learn advanced electronic systems and applications used in an automobile including understanding scan tool function, OBDII modes, and oscilloscope usage.

ASTD 209 Automotive Diesel Engine Systems
Students learn the diesel engine systems and applications used in an automobile including diesel fuel systems, low pressure and high pressure systems.

ASTD 210 Automotive Business Practices II
Students learn the systems and applications used in an automobile environment including basic management and scheduling, analyzing simple reports and assessing the shop environment.

ASTD 211 Technical Writing for Automotive Systems
Students learn the technical writing theory and application used in an automobile service environment including writing a business letter, writing an email and using other writing methods to effectively operate an automotive service and repair facility.

ASTD 212 Automotive Hybrid Electric Vehicle Systems
Students learn the hybrid, hybrid/electric and electric vehicle theory and applications used in automobiles including hybrid and electric vehicle safety and modes of operations.

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

PROGRAM REVISIONS

Associate of Science

Recommended Motion:
^ /d Z ^K > s d , d š Z K l v P v } o oorP apprj}ovEs the }(prog À Œ evision
• • }] š } (^] v P Œ • Œ } u u v Ç µ š] } v } µ v] o v • ‰ Œ

Program revision:
- x Graduation requirements

Rationale:
d Z ‰ Œ } ‰ } • o v P µ P] • u] v } Œ Z v P š } Œ u } À a lab orat ‰ Z Œ • ^ š o
•] v _ X /v î ì í ï U v ^ P Œ š K l v P v } o o P Œ ‹ µ] Œ } v o Ç } v ~
} µ Œ • ~ • ^ î ì í ï o v Œ > v P µ P _ o } Á • X d Z µ Œ Œ v š o v P µ P Œ
from BIOL 111, BIOL 121, CHEM 111/112, CHEM 121, PHYS 111/112, and PHYS 121/122. This requirement is more rigorous than the previous requirement on lab sciences; i.e., minimum four o } Œ š } Œ Ç •] v } µ Œ • • Œ š Z Œ š Z v } v X h v (} Œ š µ v š o Ç U š Z ^ š
•] v _ e‰] is not removed when the Calendar was updated, and reads presently as if a student needs a minimum of five (3 credit) laboratory science courses; four from first BIOL, CHEM, PHYS, and one more. This was not the intention. [Note that the BCCAT requirement is a minimum of one (3 credit) laboratory science course.]

Graduation requirements:

Existing:

The Associate of Science Degree is granted upon the successful completion of the following courses:

- Two of the following: ENGL 100, ENGL 150, ENGL 151, or ENGL 153.
- MATH 112 and at least one other three-credit course in Mathematics. MATH 120 (Pre-Calculus) can be used for the second mathematics course, however, the student should be aware that some institutions will not accept this course for credit toward an associate science degree.
- At least 12 credits (4 courses) from:
  - BIOL 111 and BIOL 121
  - CHEM 111 and CHEM 121 or CHEM 112 and CHEM 121
  - PHYS 111 and PHYS 121 or PHYS 112 and PHYS 122
- At least 24 other credits in Science, which shall include at least one course in laboratory science and a minimum of six courses (18 credits) in Science at the second year level taken in

x

5. Conflict Resolution
    a. In a case where the Program staff cannot reach agreement on a matter, the issue will be referred for resolution to a group comprised of representatives from the OC senior administration and SD67 senior administration.
6. General
    a. The MOU may be revised with the written agreement of both parties;
    b. This MOU will inure to the benefit of and be binding upon the parties hereto and their lawful heirs, executors, administrators, successors and assigns. This agreement will not be assigned in whole or part without the written consent of the parties;
    c. If any part of this MOU is determined to be void or unenforceable in whole or in part, it shall not be deemed to affect or impair the validity of any other part hereof which shall govern this MOU;
    d. Any notice required or permitted to be given under this agreement will be in writing and will be effectively given if (i) delivered personally, (ii) sent by prepaid courier service, or (iii) sent by fax with confirmation receipt if addressed as follows:

        OKANAGAN COLLEGE
        Director, Continuing Studies Kelowna Campus
        1000 KLO Road,

January 17th 2019 Education Council Meeting

Program Revisions

Trades Technology Teacher Education Diploma

Recommended Motion:
^ /d Z ^K>s d, d šZ Kl v P v }oo P } Œ }('}À Œv}Œ• ‰‰ Œ}À
Trades Technology Teacher Education Diploma as recommended by Education Council and as
‰Œ • v š X_

Program revision:

- x Resequencing of courses

Rationale:
Most students in the TTTE program have indicated a preference to attend part

Implementation date:November 30, 2018
Cost:N/A

Bachelor of Computer Information Systems Degree

Recommended Motion:
^ /d Z ^K>s d, d šZ Kl v P v }oo P } Œ }('jA reviewE • ‰‰ Œ}À
Bachelor of Computer Information Systems Degree as recommended by Education Council and as

COSC 473 Software Engineering Project
PHIL 331 Ethics of Computer Usage

One of:
BUAD 335 Electronic Commerce
or COSC 331 Middleware Development
or COSC 341 User Experience
or COSC 360 Server-Side Web Systems

At least one of:
[redacted]
328 Linux Networking

[redacted]

At least one of:
COSC 416 Topics in Database
COSC 417 Topics in Computer Networks
COSC 419 Topics in Computer Science

Two three-credit courses (not already chosen from:
COSC 381 Network Programming
COSC 328 Linux Networking
COSC 331 Middleware Development
COSC 369 Server-Side Web Systems
COSC 417 Topic(t)-2.998(ar.04 Tf 10 11.04 T

academic co-op work term. Students will have the opportunity to pursue a number of elective courses in hotel, restaurant, human resources, and conventions management. Upon graduation, students will be ideally suited for front-line management positions in tourism.

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.

Proposed:
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 six credit faculty supervised tourism sector study course which will allow students to engage in experiential learning in the sector. Student will also complete a tourism co-op placement as part of the program. Students will have the opportunity to pursue a number of elective courses in wine and culinary tourism, hotel, restaurant, human resources, and conventions management. Upon graduation, students will Pr(m)-3.995(an)3.995(ag)4.004(e)8

Plus 4 of:	Plus 4 of:
TOUR 2151 RESTAURANT MANAGEMENT TOUR 2201 HOTEL MANAGEMENT	TOUR 2151 RESTAURANT MANAGEMENT

A minimum score of 67% on the Mathematics 1 proficiency exam; or A minimum score of 16/25 on the Mathematics diagnostic test	Mature applicants without Mathematics 11 mus meet one of the following mathematics requirements: A minimum score of 67% on the Mathematics 1 proficiency exam; or A minimum score of 16/25 on the Mathematics diagnostic test Mature applicants with long farming experience or enrolled in the part time modules may have the admission requirements waived. Students must be physically able to safely perform the tasks required in the vineyard and winery, which will include pruning, lifting, climbing, bending, stretching, twisting, crawling and moving, lifting, carrying, pushing and pulling items weighing up to 50 lbs. Students will be required to taste, smell, and check for optical clarity of wine as well as visually inspect and sc wine grapes checking for diseases and insects during the growing season through harvest.

Graduationrequirements:

Existing	Proposed
Successful completion of the prescribed and elective courses as listed in the program outline with a minimum graduating grade average of 60%. A minimum of 50% of the program must b completed through Okanagan College. VITT 220 and VITT 270 are required residency courses. Year 1 Fall VITT 130 Introduction to Viticulture VITT 140 Viticulture Technology BIOL 120 The Biology of the Grapevine GEOG 110 The Geography of Viticulture One of: MATH 112 Calculus I MATH 120 Pre-Calculus MATH 122 Calculus II STAT 121 Elementary Statistics Year 1 Winter VITT 150 Vineyard Health and Nutrition VITT 160 Irrigation and Trellis Systems for Vineyards VITT 170 Vineyard Operations One of (not incl. course taken previously): MATH 112 Calculus I MATH 120 Pre-Calculus MATH 122 Calculus II	

STAT 121 Elementary Statistics
One of:
CMNS 112 Professional Writing I
CMNS 122 Professional Writing II
ENGL 100 University Writing

GEOG 213 Geography of Wine
GEOG 265 Tourism and Recreation Geography

Submission of Information
from Senior Staff to the Board of Governors

REPORT TITLE

Regional Dean Report, Central Okanagan

DATE

January 29, 2019

BACKGROUND INFORMATION

For example: y Purpose y History y Other relevant information

The Regional Dean's Repo

Central Okanagan Report to the Okanagan College Board of Governors

January 2019

Introduction

The Central Okanagan has four main Okanagan College locations where educational programming and services are delivered: Kelowna Campus; two locations at the Kelowna International Airport; as of fall 2017, the Okanagan Centre for Innovation in downtown Kelowna. The Kelowna Campus

Economic Profile of the Central Okanagan

2018 Campus Highlights

1. Overall headcounts for the Kelowna campus are up 8%

9. The most recent student survey found that the Kelowna campus students are generally very pleased with the programming and services offered on campus. Their main concerns continue to be in the areas of access to adequate parking, wireless data, and food services.

10. The Indigenous garden continues to provide learning opportunities through workshops to support the key direction of Working With, and Learning from, the Indigenous Community.

Campus Opportunities for 2019

1. Construction is underway on the Health Science Centre. Further exploration of opportunities for residences, a Wellness Centre, Centre for Wine, Food and Tourism, and expansion of the local Daycare will be undertaken, noting that a proposal for a new 400-bed residence in Kelowna was submitted to the Ministry in 2018.

2. The first cohort of the animation program entered the 2nd year of the Animation diploma and the first graduates will complete the program in June 2019. This industry has seen incredible growth in British Columbia and the recent local success of Yetti Farm Creative in signing on to productions with major studios will see increased demand for students with this skillset.

3. Several other program initiatives and expansions are under development for the campus including an Applied Bachelor of Arts: Social Development and Research (currently seeking Ministry approval), Cannabis Cultivation and Legislation, Forestry Fundamentals, and Early Childhood Education. Other institutions are now looking to OC for collaborative opportunities in Cannabis programming as we potentially move to a blended learning format. A review is underway to develop a strategy and recommendations to assist with the transition to Digitally Enhanced Learning modes of course delivery.

4. We are continuing to collaborate with industry, UBCO and School District 23 on programming opportunities and community outreach. Examples include the youth entrepreneurship program, STEAM youth outreach, Full first year Engineering program, Animation programing, Culinary Arts, and specializing Trades training for the film industry.

5. We are working towards completion and operationalization of the Health and Wellness strategic plan. We have conducted focus groups throughout the Okanagan over past few months, engaging with community partners including Interior Health. In support of this plan, we are moving forward with implementation of a plan to make our campus a smoke-free environment by the Fall of 2019.

6. The City of Kelowna is currently developing the Official Community Plan, the Transportation plan and the Community Sport Plan. OC will continue to be actively involved in bringing forward proposals for partnerships as well as requests to improve services and infrastructure for students.

7. The Regional Dean's office will continue to explore potential partnerships to improve transportation to and from the campus. These opportunities include increased frequency of transit as well as bike sharing, car sharing and ride sharing. In addition, we are investigating technologies to improve access to real time information on parking capacity for those looking to find a parking stall.

8. Increased dining options and accessibility for food services on campus are under review. Culinary Arts instructors and students will continue to showcase the culinary learning experience at internal and external events.

9. We are looking forward to supporting the goals of Internationalization and Indigenization to advance cultural awareness and bring a unique perspective to decisions around programming and facilities.

Submission of Information
from Senior Staff to the Board of Governors

REPORT TITLE

Domestic Tuition Rates for 2019-20

DATE

January 11, 2019

BACKGROUND INFORMATION

For example: y Purpose y History y Other relevant information

The BC government has a tuition limit policy for domestic tuition and mandatory fees as noted at http://www.aved.gov.bv.ca/tuition . The maximum annual increase allowable since September 2005 has been 2%.

The 2019/20 tuition limit has not yet been publicized by government but the sector has been told to expect 2%. Management is recommending a tuition fee increase of 2%. This assists with offsetting rising costs of the College. A 2% increase in domestic tuition will result in approximately $261,185 increased tuition revenue for 2019-20 and increased tuition of approximately $293,385 ongoing.

ACTION REQUIRED

For example: y For consultation y For information y For approval (including resolution; see language below) y For approval.

Proposed Resolution:

REPORT PREPARED AND SUPPORTED BY (include name and title)
C. Morcomyy – Vice President, Employee and Corporate Services
A. Johnson – Director of Finance

This document is intended to be a cover sheet only (eg one page)
If supporting documents are required, please attach them.

Material is to be submitted to the relevant Vice President for review and submission to the President