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<p style="text-align: center;"><b>Okanagan College Education Council Agenda</b> <b>Meeting of Thursday, October 1, 2020 4:00 pm</b> <b>Via Collaborate</b></p>
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1. **Determination of quorum and call to order**
2. **Adoption of the agenda**
3. **Approval of the minutes**
  - 3.1 September 17, 2020 Education Council minutes..... 3
4. **Business arising**
5. **New business**
  - 5.1 Curriculum recommended by the CPRC – BUS
    - a. Proposal for a program revision: Bookkeeping Certificate.....11
    - b. Proposal for a program revision: Bachelor of Business Administration – Marketing Specialty...11
    - c. Proposal for a program revision: Post Baccalaureate Diploma in Marketing.....12
    - d.

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**Okanagan College Education Council Agenda  
Meeting of Thursday, October 1, 2020 4:00 pm**

**Okanagan College Education Council  
Minutes of Thursday, September 17, 2020 4:00 pm  
Via Collaborate**

**Present:** A Hay, B Burge, W Gillett, R Tyner, M Somerville, C Farrow, D Marques, G Coulthard, N Davis, A Schmidt, C Newitt, T Walters, V Neykov, J Hamilton, C Leong, R Whermann, A Krebs, B Wyatt, S Lembke, Y Khmelevsky

**Regrets:**

**Absent:** S Cook, S Stirling

**Guests:** R Huxtable, B Smith, S Johnson, M K Oliver

**Recorder:** M Cabral

1. **Determination of quorum and call to order**  
C Newitt called the meeting to order at 4:00 pm

2. **Adoption of the agenda**  
**Motion:** V Neykov/ C Farrow  
That Education Council approves the agenda as presented.  
- There are two additions to the agenda. They will be presented in camera.  
**Carried**

3. **Approval of the minutes**  
**Motion:** V Neykov/ M Somerville  
That Education Council approves the minutes of the June 4, 2020 Education Council meeting as presented.  
**Carried**

4. **Business arising**

5. **New business**

**5.1 CPRC – AFP curriculum**

a. **Course revision: LSIN 012B** **Basic Computer Skills B**

**Motion:** M Somerville/ C Farrow

That Education Council approves the course revision: LSIN 012B Basic Computer Skills B as recommended by the CPRC – AFP:

- B Smith explained that the ASE department is doing a deep dive into all their courses and programs to make them more streamlined and up to date.
- B Burge noted the implementation courses and

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- c. **Course revision: LSIN 017** **Workplace Awareness I**  
**Motion:** A Krebs/ C Farrow  
That Education Council approves the course revision: LSIN 017 Workplace Awareness I as recommended by the CPRC – AFP:  
- B Smith noted the revision is to align the course with the other literacy courses.  
**Carried**

- d. **Course revisions:**  
**LSIN 018** **Workplace Awareness II**  
**LSIN 019** **Workplace Awareness III**  
**Motion:** C Farrow/ V Neykov  
That Education Council approves the course revisions: LSIN 018 Workplace Awareness II and LSIN 019 Workplace Awareness III as recommended by the CPRC – AFP:  
- As above.  
**Carried**

- e. **Course revision: LSI P3W\*  
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nBTF2 9.96 Tf1 0 0 1 116.18 535.99 Tm0 g0 G**



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That Education Council approves the course revision: ENGL 307 Creative Non-fiction Writing for Canadian Markets as recommended by the CPRC - AFP:

- As above.
- ENGL 220 has been removed as a prerequisite as it is not a creative writing course.

**Carried**

**o. Course revision: ENGL 311 Writing Drama**

**Motion:** V Neykov/ G Coulthard

That Education Council approves the course revision: ENGL 311 Writing Drama as recommended by the CPRC - AFP:

- As above.
- A member noted a typo in the course description.

**Carried**

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- d. Tributes Committee
    - Not met.

### 5.3 In camera session

**Motion:** D Marques/ M Somerville  
That Education Council moves in camera.

**Carried**

a. **Operations Committee meeting minutes**

**Motion:** A Hay/ C Farrow

That Education Council accepts the following Operations Committees meeting minutes as presented:

March 25, 2020 operations committee minutes

April 7, 2020 operations committee minutes

May 12, 2020 operations committee minutes

June 11, 2020 operations committee minutes

July 8, 2020 operations committee minutes

**Carried**

b. **Posthumous award**

**Motion:** A Hay/ C Newitt

That Education Council approve that [the student] receive the diploma in Network and Telecommunications Engineering Technology, posthumously.

- A Hay explained that the student passed away before completing their program. The student was just missing one math course and had completed every other course



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**6.4 Board of Governor's report – S Cook**

No report.

**6.5 Curriculum and calendar management project update**

B Burge noted that the team continues to meet regularly with Kualu and is making great progress in the transfer of data from banner into the systems sandbox. Some proposals will be pirated by using the new Kualu system and the curri6(y0(ne )-10(the)4( )-10(ne)-7(wes)-3(s)-5( )] TJETQq0.00000912

# **Appendix 5.1**

## **Curriculum recommended by the CPRC – BUS**



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**Implementation date:** September 2020  
**Cost:** N/A

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**Implementation date:**

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**Motion: That Education Council approves the course revision: AVIA 105 Aviation Language Proficiency as recommended by the CPRC – BUS:**

**AVIA 105 – 3 – 3**

**Aviation Language Proficiency**

**Course revision:**

**Title – new title – Professional Aviation Radio Communications and Theory**

**Calendar description**

**Content**

**Rationale:**

**Motion: That Education Council approves the course revision: AVI**

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Proposed:

Please note, students entering the September intake must have their Private Pilot's License. Those entering the program in January do not require their Private Pilot's License until September. This admission requirement can be satisfied by taking the required private pilot's training courses and labs (AVIA 104, 105, 106, 107).

The Commercial Aviation Diploma (CAD) program is for individuals who are interested in pursuing a career in commercial aviation. The program provides students with university-level business competencies as well as Transport Canada commercial aviation licensing requirements. Graduates are qualified to be employed as pilots with charter companies, regional carriers and private corporations, and upon attaining sufficient flying hours, will also have job opportunities with major airline companies. Graduates may also find employment in other aviation-related careers.

The Commercial Aviation diploma program consists of two distinct and separate areas of study - aviation and flight training courses, and university-level academic courses. The flight training is taught at the Southern Interior Flight Centre facility located at the Kelowna International Airport and consists of Transport Canada-prescribed flight training, simulator training, aviation theory and exams. The academic portion of the program is completed at Okanagan College and consists of eight 3-credit courses taken as part of this program.

The Commercial Aviation program is made available through a co-operative partnership between Okanagan College and the Southern Interior Flight Centre (1993) Ltd. The academic portion offered by Okanagan College is subject to normal Okanagan College regulations and tuition fees. The aviation and flight training portion is offered by Southern Interior Flight Centre and is not subject to Okanagan College control and regulations, although all tuition fees for academic courses and flight training are paid to Okanagan College. Okanagan College will maintain records of the student's flight training achievements as provided by Southern Interior Flight Centre on the official Okanagan College transcript.

Fees (subject to change): Students without an approved Canadian Private Pilot's Licence can expect to pay an additional fee. Tuition fees for the flying portion are dependent upon the number of hours required to complete the flying and training requirements. These hours will vary according to the skill level of individual students. Please note that students who book an aircraft, simulator or instructor are responsible for related charges and cancellation penalties will apply.

Student Dress and Survival Equipment: Students will be required to wear the prescribed clothing for commercial

<p>Level Adult Basic Education mathematics course.</p> <p>Category 1 Aviation Medical.</p> <p>Letter of recommendation from the Southern Interior Flight Centre indicating successful completion of a personal interview, aptitude test, and proof of financial ability.</p>	<p>Level Adult Basic Education mathematics course.</p> <p>Category 1 Aviation Medical.</p> <p>Letter of recommendation from the Southern Interior Flight Centre indicating successful completion of a personal interview, aptitude test, and proof of financial ability.</p> <p>Proof of ability to meet Transport Canada Aviation Language Proficiency Requirements</p>
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**Revision of courses:**

AVIA 104, AVIA 105, AVIA 112, AVIA 115, AVIA 214

**Implementation date:** January 2021

**Cost:** N/A

# Appendix 5.2

## Standing Committee Reports

## **Appendix 5.3**

### **In camera session**

Motion: “That Education Council moves in camera.

# Appendix 6.0 Reports