

**Education Council Meeting**  
**Thursday, March 9, 2017 4:00 p.m.**  
**S 103B – Boardroom Student Services Building – Kelowna Campus**

**Faculty**

Name	Location
	Shuswap Revelstoke Rep
Francis Greenslade	South Okanagan Similkameen Rep
Luke Skulmoski	Central Okanagan Rep
Jennifer Sigalet	North Okanagan Rep
Danny Marques	Trades & Apprenticeship - Kelowna
Nancy Noble-Hearle	Arts & Foundational - Pent
Pam Wetterstrand	Health & Social Development
Deborah Warren	Science and Technology Programs
Chris Newitt	Arts & Foundational – Kelowna
	School of Business - Kelowna

**Educational Administrators**

Name	Location
Rob Huxtable	Dean - Arts & Foundational Programs
Andrew Hay (e-copy)	Vice President Education
Dennis Silvestrone	Director – CS
Ross Tyner	Director – Library Services

**Students**

Name	Location
Connie Sahlmark	Student – South Okanagan Similkameen
Nancy deMelo	Student – Central Okanagan
Sean Rossouw	Student – North Okanagan
	Student-Shuswap Revelstoke

**Staff**

Name	Location
Amanda Pope	Vernon Campus
Fran Kelly	Kelowna Campus

**Non-Voting**

Name	Location
Jim Hamilton	President, OC
Gloria Morgan	Board of Governors

**Secretariat**

Name	Location
Jane Muskens	Registrar OC
Dianne Crommer	Education Council Office

**Other Recipients**

Name	Area	Name	Area
Joanna Campbell (e-copy)	Assistant to the President	Charlotte Kushner (e-copy)	VP - Students
Allan Coyle	Regional Dean –S Ok/Similk.	Yvonne Moritz	Dean – Science, Technology & Health
Jackie Dewar-Pine	Campus Admin-Penticton	Steve Moores	Dean – Trades & Apprenticeship
Heather Banham	Dean – Business Programs	Jonathan Rouse	Assoc Dean – Business & Aviation
Margaret Scharf (e-copy)	Campus Admin-Salmon Arm	President	OC Student Union
Joan Smeyers (e-copy)	Campus Admin - Vernon	President	OC Kalamalka (Vernon) Student Assoc
Laura Berntzen (e-copy)	Asst to the Dean– STH	P Ashman (e-copy)	Associate Dean – STH
Anita Harden (e-copy)	Registrar's Office - Kelowna	Eve Avis (e-copy)	Asst to Dean - AFP
Michelle Sinclair (e-copy)	Asst to Dean-Trades/Appren	Brenda Foster (e-copy)	Asst to Director- International
Jasmine McGee (e-copy)	Asst to Director - Student Serv	T Kisilevich (e-copy)	Assoc Dean – Trades & Apprenticeship
Lynn Kohout (e-copy)	Asst to Dean-Bus & Aviation	Barry McGillivray (e-copy)	Assoc Dean – Business & Aviation
Karen Hojnocki (e-copy)	Asst to Director–Con Studies	Allan Coyle (e-copy)	Director, Public Relations
Joan Ragsdale (e-copy)	Regional Dean Shuswap/Rev	Tanya Harding (e-copy)	Exec Asst-VP Finance & Admin
Liz Plamondon (e-copy)	Exec Asst-VP Students	Angie March (e-copy)	Asst to Regional Dean – Central Ok
Lara Jennings (e-copy)	Exec Asst – VP Education	Roy Daykin (e-copy)	VP - Finance and Administration
Beverlie Dietze (e-copy)	Director, Learning/Teaching	Inga Wheeler (e-copy)	Assoc Registrar – Enrolment Services
Jane Lister (e-copy)	Regional Dean N Okanagan	Sharon Josephson (e-copy)	Associate Dean – AFP
Heather Schneider (e-copy)	Regional Dean C Okanagan	Karen Sansom (e-copy)	Associate Dean - AFP
Carlyn Young (e-copy)	Registrar's Office - Kelowna	James Coble (e-copy)	Director, Student Services
Gail Brown (e-copy)	Enrolment Services - Kelowna		



<b>1. Determination of Quorum and Call to Order</b>	
<b>2. Adoption of the Agenda</b>	
<b>3. Approval of the Minutes</b>	
3.1 January 12, 2017 Education Council minutes .....	1
3.2 February 17, 2017 Operations Committee minutes.....	8
<b>4. Business Arising- Election of Education Council Chair and vice chair</b>	
<b>5. New Business</b>	
5.1 Curriculum recommended by the CPRC – STH	
a. Proposal for a program revision: Electronic Engineering Technology Bridge to UBC Okanagan Electrical Bridge .....	12
b. Proposal for a course revision: NTEN 123 .....	12
c. Proposal for a course revision: NTEN 207 .....	12
d. Proposal for a course revision: NTEN 228 .....	13
e. Proposal for a new course: NTEN 223.....	13
f. Proposal for a program revision: Network and Telecommunications Engineering Technology Diploma .....	25
g. Proposal for a new course: MATH 390 .....	15
h. Proposal for a new course: MATH 490 .....	16
i. Proposal for a new course STAT 310 .....	16
j. Proposal for a new course: STAT 311 .....	17
k. Proposal for a new course: STAT 390 .....	17
l. Proposal for a new course: STAT 490 .....	17
m. Proposal for a course revision: COSC 224.....	18
n. Proposal for a program revision: Bachelor of Computer Information Systems.....	18
5.2 Annual Programming Plan – Information to be distributed under separate cover .....	21
5.3 Standing Committee nominations .....	23
5.4 First call for nominations for Chair and vice chair of Education Council	
5.5 Standing Committee Reports	
a. Operations Committee	
b. ARP Committee	
c. CCC Committee	
d. Tributes Committee – report moved to in camera session	
5.5 In camera session – information distributed at the table	
a. Tributes – update	
b. Approval of candidates for graduation	
<b>6. Reports – reports not submitted will be distributed under separate cover</b>	
6.1 Council Chair's Report – Dennis Silvestrone	
6.2 President's and Vice President Education Report – Andrew Hay	
6.3 Registrar's Report – Jane Muskens	
6.4 Board of Governors Report - Gloria Morgan	



**Okanagan College Education Council Agenda  
Meeting of Thursday, March 9, 2017 4:00 pm  
S 103B – Student Services Building Boardroom - Kelowna Campus**

**\*\*\*Special Education Council Budget meeting – Thursday, March 23<sup>rd</sup> at 4:00 pm**

- 7. Date, Time of Next Regular Meeting – April 6, 2017 at 4:00 pm**
- 8. Deadline for Agenda Items – March 22, 2017**
- 9. Adjournment**



# **Appendix 3.1**

## **Approval of the Minutes for the January 12, 2016 Education Council meeting**

**Okanagan College Education Council  
Minutes of Thursday, January 12, 2017 4:00 pm  
Room S103B Student Services Boardroom – Kelowna Campus**

**Draft**

**Present:** N deMelo, F Greenslade by phone, A Hay, R Huxtable, F Kelly, D Marques, J Muskens, C Newitt, N Noble-Hearle, S Rossouw, C Sahlmark, J Sigalet by phone, D Silvestrone, L Skulmoski, R Tyner, D Warren, P Wetterstrand

**Regrets:** D Cook, A Pope, N Noble Hearle

**Absent:**

**Guests:** Y Moritz, J Hobart, A MacMillan, J Rouse, M Barillaro, B Casavant, J Lister

**Recorder:** D Crommer

1. **Determination of Quorum and Call to Order**  
J Muskens called the meeting to order at 4:00 pm
2. **Adoption of the Agenda**  
**Motion:** A Hay/S Rossouw  
"That Education Council approves the agenda as amended."
  - Add agenda item 3.2 – Approval of the minutes of the January 11, 2017 Operations meeting.
  - Amend agenda item 5.3 to be Schedules – Pharmacy Technician Schedule and renumber remaining agenda items accordingly**Carried as amended**
3. **Approval of the Minutes**
  - 3.1 **Approval of the minutes of the December 1, 2016 Education Council meeting as presented.**  
**Motion:** R Tyner/R Huxtable  
"That Education Council approves the minutes of the December 1, 2016 Education Council meeting as presented."  
**Carried**
  - 3.2 **Approval of the minutes of the January 11, 2017 Operations Committee meeting as presented.**  
**Motion:** A Hay/P Wetterstrand  
"That Education Council approves the actions of the January 11, 2017 Operations Committee meeting as presented."  
**Carried**
4. **Business Arising – Election of Education Council Chair and vice chair.**
  - 4.1 **Election of Education Council Chair**
    - J Muskens reviewed the process. Election for Chair and vice-chair are for the period ending June 30, 2017. Calls for chair and vice-chair will also occur in the spring for the next term of office. This is bi-election for a short term position.
    - R Huxtable nominated Dennis Silvestrone – accepted.
    - There being no other nominations, D Silvestrone was acclaimed Chair.
  - 4.2 **Election of Education Council vice chair**

- J Muskens did the first call for vice chair of Education Council.
- R Tyner nominated P Wetterstrand – accepted
- C Sahlmark nominated S Rossouw – declined
- There being no further nominations, P Wetterstrand was acclaimed vice chair.

**5. New Business**

**5.1 Curriculum recommended by the CPRC – STH**

a. Course revision – COSC 122 Computers in Society

**Motion:** R Tyner/N deMelo

“That Education Council approves the course revision: COSC 122 Computers in Society as recommended by the CPRC – STH.”

- Y Moritz advised the department wants to change the course title to be in line with UBCO course and for the title to be more contemporary.
- D Warren added this will help with clarity for transfer credit.

**Carried**

b. Course revision – STAT 124 Business Statistics

**Motion:** N deMelo/C Sahlmark

“That Education Council approves the course revision: STAT 124 Business Statistics as recommended by the CPRC – STH.”

- J Hobart advised the Mathematics and Statistics department are clarifying the prerequisites to allow students from ‘any’ business program to enrol in this course.
- A member asked if enrolment is open to students from a non OC business program. J Muskens advised that our calendar applies to OC programs
- Y Moritz requested clarification as does this mean only an OC BUAD program. J Muskens advised that yes and asked J Hobart if the Math department allows students without the math admission requirement but who are enrolled in a BUAD program be allowed to take this course. J Hobart confirmed this is correct.
- A member referred to the prerequisites adding that the ‘B’ in Business should be a small ‘b’.

**Carried**

c. Course revision – MATH 114 Business Mathematics

**Motion:** D Marques/S Rossouw

“That Education Council approves the course revision: MATH 114 Business Mathematics as recommended by the CPRC – STH.”

- The rationale for revision is the same as for the STAT 124.

**Carried**

d. Course revision – MATH 139 Mathematics for Information Technology

**Motion:** P Wetterstrand/S Rossouw

“That Education Council approves the course revision: MATH 139 Mathematics for Information Technology as recommended by the CPRC – STH.”

- J Hobart advised the revision is to update the course description to include Boolean algebra is included in this course. He added this will help with transfer credit.

**Carried**

e. Program revision – Water Engineering Technology

**Motion:** N deMelo/S Rossouw

“That Education Council approves the program revision: Water Engineering Technology as recommended by the CPRC – STH.”

- A MacMillan advised the revision is the addition of a second math course as an option for students who are not successful in MATH 128. MATH 128 is a WET specific course and MATH 120 is a more general course that is about 80% similar in content.

**Carried**

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

a. New course – CA 201 PC2 Lab

**Motion:** C Sahlmark/D Warren

"That Education Council approves the new course: CA 201 PC2 Lab as recommended by the CPRC – BUS."

- J Rouse referred to the program outline on page 21 where the changes can be more easily identified. The change includes a clear separation in the two levels of curriculum. J Rouse advised another challenge with program was the requirement of 400 hours of external work. The revision includes all the changes in the curriculum.

**Carried**

b. New course – CA 250 Culinary Arts Co-op

**Motion:** Connie/Deb

"That Education Council approves the new course: CA 250 Culinary Arts Co-op as recommended by the CPRC – BUS."

- J Rouse advised adding the co-op component will fulfil the 400-hour external work requirement as required by the ITA
- A member requested confirmation that the work experience can be completed in one semester. J Rouse confirmed this is correct.

**Carried**

c. Course revision – CA 101 PC1 Lab

**Motion:** N deMelo/R Huxtable

"That Education Council approves the course revision: CA 101 as recommended by the CPRC – BUS."

- J Rouse advised this revision is to 'right' the course by increasing the length from four weeks to six weeks.

**Carried**

d. Course revision – CA 205 Restaurant

**Motion:** C Sahlmark/R Tyner

"That Education Council approves the course revision: CA 205 Restaurant as recommended by the CPRC – BUS."

- This revision is similar to the previous courses and is the final component in the level two curriculum. The revision increases the length from three to five weeks.

**Carried**

e. Program revision – Culinary Arts Certificate

**Motion:** S Rossouw/R Tyner

"That Education Council approves the program revision: Culinary Arts Certificate as recommended by the CPRC – BUS."

- J Rouse advised that the program revision is to incorporate the new courses and course revisions into the program.

**Carried**

f. Program revision – Culinary Management Diploma

**Motion:** D Warren/C Sahlmark

4

"That Education Council approves the program revision: Culinary Management Diploma as recommended by the CPRC – STH."

- The program revision is to incorporate the new courses and course revisions into the program.

**Carried**

### **5.3 Pharmacy Technician schedule**

- J Muskens advised the Pharmacy Technician program requires a change to the schedule for accreditation purposes.

**Motion:** L Skulmoski/N deMelo

"That Education Council approves the amended schedule for the Pharmacy Technician Program as presented."

**Carried**

### **5.4 Standing Committee nominations**

**Motion:** A Hay/P Wetterstrand

"That Education Council approves the nominee for the Operations Committee – as recommended by the Operations Standing Committee."

One (1) Education Council voting member (faculty)

Nominee: Lukas Skulmoski for the period January 13, 2017 – July 31, 2017

**Carried**

**Motion:** P Wetterstrand/A Hay

"That Education Council approves the nominee for the Operations Committee as recommended by the Operations Standing Committee."

One (1) Education Council voting member (faculty)

Nominee: Christopher Newitt for the period January 13, 2017 – July 31, 2018

**Carried**

### **5.5 Standing Committee Reports**

#### **a. Operations Committee**

- The Operations Committee met to approve candidates for graduation for the January 14<sup>th</sup> Winter Convocation ceremony.

#### **b. ARP Committee**

- The committee will be meeting prior to the next Education Council meeting and expects to have a policy included on the agenda.

#### **c. CCC Committee**

- The committee has not met.

#### **d. Tributes Committee**

- The Tributes Committee has met and the report will be presented in camera.

### **5.5 In camera session**

**Motion:** N deMelo/C Sahlmark

"That Education Council move in camera."

**Carried**

#### **a. Tributes presentation**

- J Lister reviewed the PowerPoint presentation in detail for benefit of members participating by phone and provided information on each nominee.

**Motion:** D Warren/P Wetterstrand

That Education Council approves and recommends to the Board of Governors, the nominees for the 2017 Honorary Fellow designation as presented.

- A Hay noted the names of alternates are usually included with the information presented.
- J Lister advised there are no alternate names being presented at this time.

**Carried**

F Greenslade exited the meeting at 4:53

**b. Candidates for graduation**

**Automotive Service Technician Certificate (May 30, 2016 to December 23, 2016 – Kelowna)**

**Motion:** J Muskens/G Morgan

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Automotive Service Technician Certificate and, therefore, recommends these candidates to Education Council for approval of the Automotive Service Technician Certificate.

**Carried**

**Aircraft Maintenance Engineer Category “S” (Structures) Certificate (Kelowna)**

**Motion:** J Muskens/A Hay

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Aircraft Maintenance Engineer Category “S” (Structures) Certificate and, therefore, recommends these candidates to Education Council for approval of the Aircraft Maintenance Engineer Category “S” (Structures) Certificate.

**Carried**

**Business Administration Diploma**

**Motion:** J Muskens/P Wetterstrand

The Registrar has verified that the candidate listed herein has satisfied all requirements for the Business Administration Diploma and, therefore, recommends this candidate to Education Council for approval of the Business Administration Diploma.

**Carried**

**Medical Administrative Assistant Certificate (BC Campus)**

**Motion:** J Muskens/L Skulmoski

The Registrar has verified that the candidate listed herein has satisfied all requirements for the Medical Administrative Assistant Certificate and, therefore, recommends this candidate to Education Council for approval of the Medical Administrative Assistant Certificate.

**Carried**

**Motion:** C Sahlmark/R Tyner

“That Education Council move out of in camera.”

**Carried**

**6. Reports**

**6.1 Council Chair’s Report – D Silvestrone**

- No report

**6.2 President & Vice-President Education Report – A Hay**

- A written report was distributed at the table. No questions or concerns arose from the written report.

**6.3 Registrar's Report – J Muskens**

- J Muskens advised she is working with the Regional Dean to improve teaching space at the Kelowna campus.
- The scheduling process is being reviewed.
- Policies related to academic probation are being reviewed.

**6.4 Board of Governor's Report – Gloria Morgan**

- No report

- 7. Date, Time of Next Regular Meeting – Thursday, March 9<sup>th</sup>**  
Special Budget meeting – Thursday, March 23<sup>rd</sup> at 4:00 or 4:30 pm  
The meeting time will be confirmed.
- 8. Deadline for Agenda Items – Wednesday,**
- 9. Adjournment at 5:03 pm**

## **Appendix 3.2**

# **Approval of the Minutes for the February 17, 2016 Operations Committee meeting**

Motion: “That Education Council approves the actions of the  
February 17, 2016 Operations Committee meeting as  
presented. “

**Okanagan College Education Council – Operations Standing Committee  
Minutes of Friday, February 17, 2017  
S 103B – Boardroom 8:45 am**

**Draft**

**Present:** A Hay, J Muskens, C Newitt, A Pope, D Silvestrone, L Skulmoski.

**Regrets:** P Wetterstrand

**Recorder:** D Crommer

Note: All programs are based in Kelowna unless otherwise indicated.

D Silvestrone called the meeting to order at 8:48. The purpose of the meeting is to approve candidates for graduation.

**English for Academic Purposes Certificate (Out of Sequence)**

**Motion:** J Muskens/L Skulmoski

The Registrar has verified that the candidate listed herein has satisfied all requirements for the English for Academic Purposes Certificate and, therefore, recommends this candidate to Education Council for approval of the English for Academic Purposes Certificate. (1 student)

**Carried**

**Culinary Arts Certificate (January 4, 2016 to December 23, 2016 – Kelowna)**

**Motion:** J Muskens/A Hay

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Culinary Arts Certificate and, therefore, recommends these candidates to Education Council for approval of the Culinary Arts Certificate. (8 students)

**Carried**

**Electrician Pre-Apprenticeship Certificate (August 8, 2016 to January 27, 2017 – Vernon)**

**Motion:** J Muskens/C Newitt

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Electrician Pre-Apprenticeship Certificate and, therefore, recommends these candidates to Education Council for approval of the Electrician Pre-Apprenticeship Certificate. Add one with distinction. (16 students)

**Carried**

**Legal Administrative Assistant - Litigation Certificate (September 6, 2016 to January 30, 2017 – Kelowna)**

**Motion:** J Muskens/A Pope

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Legal Administrative Assistant - Litigation Certificate and, therefore, recommends these candidates to Education Council for approval of the Legal Administrative Assistant - Litigation Certificate. (14 students)

**Carried**

**Office Assistant Certificate (BC Campus)**

**Motion:** J Muskens/D Silvestrone

The Registrar has verified that the candidate listed herein has satisfied all requirements for the Office Assistant Certificate and, therefore, recommends this candidate to Education Council for approval of the Office Assistant Certificate. (1 student)

**Carried**

**Plumbing and Piping Trades Certificate (August 8, 2016 to January 27, 2017 – Salmon Arm)**

**Motion:** J Muskens/L Skulmoski

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Plumbing and Piping Trades Certificate and, therefore, recommends these candidates to Education Council for approval of the Plumbing and Piping Trades Certificate. (16 students)

**Carried**

**Plumbing and Piping Trades Certificate (August 2, 2016 to January 26, 2017 – Kelowna)**

**Motion:** J Muskens/A Hay

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Plumbing and Piping Trades Certificate and, therefore, recommends these candidates to Education Council for approval of the Plumbing and Piping Trades Certificate. (16 students)

**Carried**

**Refrigeration and Air Conditioning Mechanic Pre-Apprenticeship Certificate (August 2, 2016 to January 27, 2017 – Penticton)**

**Motion:** J Muskens/C Newitt

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Refrigeration and Air Conditioning Mechanic Pre-Apprenticeship Certificate and, therefore, recommends these candidates to Education Council for approval of the Refrigeration and Air Conditioning Mechanic Pre-Apprenticeship Certificate. (19 students)

**Carried**

**Welder Foundation Certificate (August 8, 2016 to January 27, 2017 – Penticton)**

**Motion:** J Muskens/A Pope

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Welder Foundation Certificate and, therefore, recommends these candidates to Education Council for approval of the Welder Foundation Certificate. (9 students)

**Carried**

Meeting adjourned at: 8:48 am.

# **Appendix 5.1**

## **Curriculum recommended by the CPRC – STH (Science Technology & Health programs)**

# Curriculum recommended by the Curriculum Proposal Review Committees

## Science Technology and Health Programs

**Motion: That Education Council approves the program revision: Electronic Engineering Technology Bridge to UBC Okanagan Electrical Bridge as recommended by the CPRC – STH:**

### **Electronic Engineering Technology Bridge to UBC Okanagan Electrical Bridge Program revision:**

- Admission requirements

**Rationale:**

To advise applicants that there is a prerequisite requirement for CHEM 111 that will need to be met to enroll in the course.

**Admission requirements:**

**Current:**

Completion of Okanagan College's Electronic Engineering Technology diploma program with a minimum graduating grade average of 80%.

**Proposed:**

Completion of Okanagan College's Electronic Engineering Technology diploma program with a minimum graduating grade average of 80%. Students entering this bridge program are advised to complete either Chemistry 12 with a minimum 60% grade or Chemistry 11 with a minimum 75% grade to be eligible to enrol in CHEM 111.

**Reason:**

To reflect the required course prerequisite for CHEM 111.

**Implementation date:** Feb 2017

**Costs:** n/a

**Motion: That Education Council approves the course revision: NTEN 123 Network Applications of Analog and Digital Systems as recommended by the CPRC – STH:**

### **NTEN 123 – 3 – 5.5 Network Applications of Analog and Digital Systems**

**Course revision:**

- Prerequisites

**Rationale:**

Course work in NTEN 123 requires competency with the material from two prerequisite courses. It is possible for a student to be unsuccessful in NTEN 117 and still take NTEN 123. This means that the student does not have the assumed skills and knowledge and so has a low probability of success. By having the additional prerequisite, this is addressed.

**Prerequisites:**

	Current	Proposed
Prerequisites	NTEN 113	NTEN 113, NTEN 117

**Implementation date:** Aug 2017

**Costs:** n/a

**Motion: That Education Council approves the course revision: NTEN 207 Enterprise Telecommunications as recommended by the CPRC – STH:**

### **NTEN 207 – 3 – 5.5 Enterprise Telecommunications**

**Course revision:**

- Prerequisites

12

**Rationale:**

NTEN 123 has recently been added to the program and fills a gap that existed between the content of NTEN 113 and NTEN 207. This revision updates the prerequisite to be the more advanced course NTEN 123.

**Prerequisites:**

	Current	Proposed
Prerequisites	NTEN 113, NTEN 137	NTEN 123, NTEN 137

**Implementation date:** Aug 2017

**Costs:** n/a

**Motion: That Education Council approves the course revision: NTEN 228 Scripting for Network and System Administrators as recommended by the CPRC – STH:**

**NTEN 228 – 3 – 5.5 Scripting for Network and System Administrators**

**Course revision:**

- Course Code - new code *NTEN 128*
- Corequisite
- Prerequisite

**Rationale:**

Historically, the diploma's program flow introduced students to the concepts and then this course added on the skills needed to perform the same tasks using scripts. As scripting has become more prevalent and expected in industry, it makes sense to introduce scripting earlier in the program flow so that as tasks are taught, the corresponding scripting techniques can be used right away. This proposal moves the existing course to an earlier point in the program flow and restructures its content to recognize that prior to or concurrently with other subjects instead of as a follow-on course.

**Prerequisites:**

	Current	Proposed
Prerequisites	NTEN 112 or COSC 111, NTEN 127, NTEN 219	NTEN 112 or COSC 111
Corequisite		NTEN 127

**Implementation date:** Aug 2018

**Costs:** n/a

**Motion: That Education Council approves the new course: NTEN 223 Internet of Things as recommended by the CPRC – STH:**

**NTEN 223 – 3 – 5.5 Internet of Things**

**Rationale:**

The Internet of Things (IoT) is the next frontier in information technology. Businesses are exploring how leveraging IoT can make real differences to their ability to thrive. The demand for people who can understand, implement, and maintain an IoT solution is increasing rapidly and is expected to do so for some time. Just like virtualization before it, access to the resources of IoT will become key to the competitive success of many business models. We expect that an IoT skill set will become an essential part of any Information Technologist's training and ongoing work.

**Calendar description:**

Learners will explore the involved interconnection of IoT concepts from network edge through data storage and analysis. IoT data transport protocols, data storage solutions and introductory data analysis techniques will be introduced. Learners will compare and utilize existing enterprise IoT solutions as potential platforms. Emphasis is placed on building and utilizing an edge to storage solution, enabling detailed data discovery and analysis. (3,2.5,0)

**Prerequisites:**

NTEN 123, NTEN 128, NTEN 211, NTEN 219

**Implementation date:** January 2019

**Costs:** n/a

**Motion: That Education Council approves the program revision: Network and Telecommunications Engineering Technology Diploma as recommended by the CPRC – STH:**

**Network and Telecommunications Engineering Technology Diploma**

**Course revision:**

- Addition of courses
- Deletion of courses
- Program outline
- Resequencing of courses
- Revision of courses

**Rationale:**

Through ongoing review of the diploma program and in consultation with the Program Advisory Committee, the department has identified several areas where program outcomes and industry expectations need to be re-aligned. This is an expected event as the information technology industry evolves so rapidly.

**Program description:**

This diploma program produces graduates who possess the skill set, attitude and knowledge to establish careers as certified technologists in the fields of local-area and wide-area voice, video and integrated data communications. Course work stresses messaging principles and provides insight into wired, wireless and fibre-optic signal propagation.

The rapid development and enrichment of global communications has produced a worldwide reliance on IP networks and the convergence of data and telecommunications has stimulated the need for larger and more integrated network implementations. Network and Telecommunications engineering technologists are trained to design, configure and support this telecommunications infrastructure. They are employed as network support specialists, network operations and telecommunications analysts, communications integrators, network administrators and consultants.

Graduates will possess the:

- skill sets, attitude and knowledge to establish careers and work efficiently as certified technologists in the fields of network and telecommunications engineering;
- understanding of how organizations function to provide effective integration of company operations and the networked corporate systems required today and in the future;
- necessary communication skills and knowledge of business operations required by corporate managerial roles or to start their own business as independent entrepreneurs;
- knowledge and practical experience to confidently challenge exams that form part of current industry certifications; and
- general theoretical skills required to pursue life-long learning and/or continue their education.

**Program outline:**

First Year	
Semester One	Semester One - proposed
NTEN 111 Computer Components and Peripherals	NTEN 111 Computer Components and Peripherals
NTEN 112 Computer Programming I	NTEN 112 Computer Programming I
NTEN 113 Voice and Data Communications Infrastructure	NTEN 113 Voice and Data Communications Infrastructure
NTEN 117 Networks and Telecommunications I	NTEN 117 Networks and Telecommunications I

CMNS 113 Technical Communication for Information Technology	CMNS 113 Technical Communication for Information Technology
MATH 127 Math for Network & Telecom Engineering Tech I	MATH 127 Math for Network & Telecom Engineering Tech I
Semester Two	Semester Two - proposed
NTEN 123 Network Applications of Analog and Digital Systems	NTEN 123 Network Applications of Analog and Digital Systems
NTEN 127 Local Area Network Management	NTEN 127 Local Area Network Management
NTEN 137 Routing and Switching I	NTEN 137 Routing and Switching I
CMNS 123 Analysis and Reporting for Information Technology	CMNS 123 Analysis and Reporting for Information Technology
MATH 149 Math for Network & Telecom Engineering Tech II	<b>NTEN 128 Scripting for Network and System Administrators</b>
One elective (3 credits)	One elective (3 credits)
Extended Semester (3 weeks)	Extended Semester (3 weeks)
NTEN 199 Topics in Internetworking	NTEN 199 Topics in Internetworking
Second Year	
Semester Three	Semester Three - proposed
NTEN 207 Enterprise Telecommunications	NTEN 207 Enterprise Telecommunications
NTEN 211 Virtualization for Enterprise System Administrators	NTEN 211 Virtualization for Enterprise System Administrators
NTEN 217 Routing and Switching II	NTEN 217 Routing and Switching II
NTEN 219 Linux Server Management	NTEN 219 Linux Server Management
Two electives (6 credits)	Two electives (6 credits)
Semester Four	Semester Four - proposed
NTEN 225 Internetwork Security I	NTEN 225 Internetwork Security I
NTEN 227 Carrier Telecommunications	NTEN 227 Carrier Telecommunications
NTEN 228 Scripting for Network and System Administrators	<b>NTEN 223 Internet of Things</b>
NTEN 299 Network Project	NTEN 299 Network Project
BUAD 231 Project Management in an Information Technology Environment	BUAD 231 Project Management in an Information Technology Environment

**Implementation date:** Aug 2018

**Costs:** n/a

**Motion:** That Education Council approves the new course: **MATH 390 Special Topics in Mathematics as recommended by the CPRC – STH:**

**MATH 390 – 3 – 3 Special Topics in Mathematics**

**Rationale:**

For students who are interested in Mathematics our current upper level course offerings are insufficient. In order to offer a variety of different topics, we would like to be able to have a Special Topics course in order to service student demand.

**Calendar description:**

This course will focus on advanced or specialized topics in Mathematics. Students should consult the department chair for the specific topic to be offered in any given year. With different topics, this course may be taken more than once for credit. (3,0,0)

**Prerequisites:** Permission of the Instructor

**Implementation date:** Aug 2017

**Costs:**

	One-time	Ongoing
Staffing		8,255.00

**Motion: That Education Council approves the new course: MATH 490 Special Topics in Mathematics as recommended by the CPRC – STH:**

**MATH 490 – 3 – 4 Special Topics in Mathematics**

**Rationale:**

For students who are interested in Mathematics our current upper level course offerings are insufficient. In order to offer a variety of different topics, we would like to be able to have a Special Topics course in order to service student demand.

**Calendar description:**

This course will focus on advanced or specialized topics in Mathematics. Students should consult the department chair for the specific topic to be offered in any given year. With different topics, this course may be taken more than once for credit. (4,0,0)

**Prerequisites:** Permission of the Instructor

**Implementation date:** Aug 2017

**Costs:**

	One-time	Ongoing
Staffing		10, 979.15

**Motion: That Education Council approves the new course: STAT 310 Regression Analysis as recommended by the CPRC – STH:**

**STAT 310 – 3 – 5 Regression Analysis**

**Rationale:**

1. This course will form part of the proposed BUAD Post Baccalaureate Degree in Marketing and Data Analytics.
2. This course will be transferable to UBC Okanagan as it is identical to their course.
3. This course could be used as a 3rd year BUAD elective.
4. This course will be part of the proposed CIS Post Baccalaureate Program in Data Analysis.
5. This course will be part of the Mathematics department's proposed Concentration in Statistics.

**Calendar description:**

In this course learners study the theory and application of regression analysis, including residual analysis, diagnostics, transformations, model selection and checking, weighted least squares, and nonlinear models. Additional topics may include inverse, robust, ridge, and logistic regression. (3,2,0)

**Prerequisites:** STAT 230 and MATH 221 or Admission to the Post Baccalaureate Degree in Marketing and Data Analytics.

**Implementation date:** Sept 2017

**Costs:**

	One-time	Ongoing
Staffing		10, 979.15

**Motion: That Education Council approves the new course: STAT 311 Modern Statistical Methods as recommended by the CPRC – STH:**

**STAT 311 – 3 – 5 Modern Statistical Methods**

**Rationale:**

1. This course will form part of the proposed BUAD Post Baccalaureate Degree in Marketing and Data Analytics.
2. This course will be transferable to UBC Okanagan as it is identical to their course.
3. This course could be used as a 3rd year BUAD elective.
4. This course will be part of the proposed CIS Post Baccalaureate Program in Data Analysis.
5. This course will be part of the Mathematics department's proposed Concentration in Statistics.

**Calendar description:**

In this course, learners study hypothesis testing, bootstrap, jackknife, permutation tests, additive models, robust smoothers, m-estimators, rank-based methods, nonparametric methods, and unsupervised methods. (3,2,0)

**Prerequisites:** STAT 230 and MATH 221 or Admission to the Post Baccalaureate Degree in Marketing and Data Analytics.

**Implementation date:** Sept 2017

**Costs:**

	One-time	Ongoing
Staffing		10,979.15

**Motion: That Education Council approves the new course: STAT 390 Special Topics in Statistics as recommended by the CPRC – STH:**

**STAT 390 – 3 – 3 Special Topics in Statistics**

**Rationale:**

For students who are interested in Statistics, our current course offerings are insufficient. In order to offer a variety of different topics, we would like to be able to have a Special Topics course in order to service student demand.

**Calendar description:**

This course will focus on advanced or specialized topics in Statistics. Students should consult the department chair for the specific topic to be offered in any given year. With different topics, this course may be taken more than once for credit. (3,0,0)

**Prerequisites:** Permission of the Instructor

**Implementation date:** Aug 2017

**Costs:**

	One-time	Ongoing
Staffing		8,255.00

**Motion: That Education Council approves the new course: STAT 490 Special Topics in Statistics as recommended by the CPRC – STH:**

**STAT 490 – 3 – 6 Special Topics in Statistics**

**Rationale:**

For students who are interested in Statistics, our current course offerings are insufficient. In order to offer a variety of different topics, we would like to be able to have a Special Topics course in order to service student demand.

**Calendar description:**

This course will focus on advanced or specialized topics in Statistics. Students should consult the department chair for the specific topic to be offered in any given year. With different topics, this course may be taken more than once for credit. (3,3,0)

**Prerequisites:** Permission of the Instructor

**Implementation date:** Sept 2017

**Costs:**

	One-time	Ongoing
Staffing		12,382.50

**Motion: That Education Council approves the course revision: COSC 224 Projects in Computer Science as recommended by the CPRC – STH:**

**COSC 224 – 3 – 7 Projects in Computer Science****Course revision:**

- Contact hours – change (3,3,1) to (3,3,0)
- Description

**Rationale:**

A weekly seminar hour per group is no longer needed for team meetings. Team meetings with professor will now occur during lab section and lecture section during the months of February and March. The duration of the meetings will be approximately 30 minutes every second week. This will be a more effective use of time. Office hours with professor will be available should students need additional time. This course has three hours of lecture and a three hour lab every week. Students complete many hours on their software development project outside of scheduled contact hours. With ten groups in 2015/2016 it was not possible to plan an additional ten hours of meetings each week and we had to use the available lab/lecture times. This change reflects the actual practice of the way the course is being delivered.

**Calendar description:****Current:**

This capstone course for diploma students, synthesizes the material learned in the previous three semesters, including programming, systems analysis and design, networking, and database design and development, or are learning in a corequisite course, to complete a project for a client, chosen from a selection provided by the professor. Students will attend a weekly one-hour seminar. (3,3,1)

**Proposed**

This capstone course for diploma students, synthesizes the material learned in the previous three semesters, including programming, systems analysis and design, networking, and database design and development, or is learning in a corequisite course, to complete a project for a client. Students will choose a project from a selection provided by the professor. (3,3,0)

**Contact hours:**

	Current	Proposed
Lecture	3	3
Lab	3	3
Seminar	1	0

**Implementation date:** Jan 2018

**Costs:** n/a

**Motion: That Education Council approves the program revision: Bachelor of Computer Information Systems as recommended by the CPRC – STH:**

**Bachelor of Computer Information Systems****Program revision:**

- Resequencing of courses

**Rationale:**

Update the program outline to clarify course options.

**Changes:**

- From the Design and Development option, under the "One of" section, remove COSC 341 as it is a mandatory course in the Software Design and Development Option.
- From the Database Systems Option, remove the following:  
One of (if not chosen above):  
BUAD 335 Electronic Commerce

COSC 360 Server-Side Web Systems  
 COSC 341 User Experience

➤ Under Group 2 notation at the bottom of the calendar, add the following sentence:

This group does not include science courses.

**Program outline:**

Table of BCIS program revisions:

1. Remove or COSC 341 User Experience (341 is mandatory)

<b>Before:</b>	<b>Proposed:</b>
Third- and Fourth-Year courses for the Software Design and Development Option <u>BUAD 123</u> Management Principles <u>COSC 341</u> User Experience <u>COSC 470</u> Software Engineering <u>COSC 471</u> Software Engineering Project <u>PHIL 331</u> Ethics of Computer Usage At least one of: <u>COSC 318</u> Network Programming <u>COSC 328</u> Linux Networking One of: <u>COSC 331</u> Middleware Development or <u>COSC 360</u> Server-Side Web Systems or <u>COSC 341</u> User Experience Two of: <u>COSC 404</u> Advanced Database Management Systems <u>COSC 416</u> Topics in Database <u>COSC 434</u> Database Administration At least one of: <u>COSC 416</u> Topics in Database <u>COSC 417</u> Topics in Computer Networks <u>COSC 419</u> Topics in Computer Science Two three-credit courses (not already chosen) from: <u>COSC 318</u> Network Programming <u>COSC 328</u> Linux Networking <u>COSC 331</u> Middleware Development <u>COSC 360</u> Server-Side Web Systems <u>COSC 417</u> Topics in Computer Networks <u>COSC 419</u> Topics in Computer Science Eight other three-credit courses	Third- and Fourth-Year courses for the Software Design and Development Option <u>BUAD 123</u> Management Principles <u>COSC 341</u> User Experience <u>COSC 470</u> Software Engineering <u>COSC 471</u> Software Engineering Project <u>PHIL 331</u> Ethics of Computer Usage At least one of: <u>COSC 318</u> Network Programming <u>COSC 328</u> Linux Networking One of: <u>COSC 331</u> Middleware Development or <u>COSC 360</u> Server-Side Web Systems (removed from here) Two of: <u>COSC 404</u> Advanced Database Management Systems <u>COSC 416</u> Topics in Database <u>COSC 434</u> Database Administration At least one of: <u>COSC 416</u> Topics in Database <u>COSC 417</u> Topics in Computer Networks <u>COSC 419</u> Topics in Computer Science Two three-credit courses (not already chosen) from: <u>COSC 318</u> Network Programming <u>COSC 328</u> Linux Networking <u>COSC 331</u> Middleware Development <u>COSC 360</u> Server-Side Web Systems <u>COSC 417</u> Topics in Computer Networks <u>COSC 419</u> Topics in Computer Science Eight other three-credit courses

2. Remove "One of (if not chosen above): BUAD 335 Electronic Commerce or COSC 360 Server-Side Web Systems or COSC 341 User Experience" from the Database Option of BCIS.

<b>Before:</b>	<b>Proposed:</b>
Third- and Fourth-Year courses for the Database Systems Option <u>BUAD 123</u> Management Principles <u>COSC 404</u> Advanced Database Management Systems <u>COSC 416</u> Topics in Database <u>COSC 434</u> Database Administration <u>COSC 470</u> Software Engineering <u>COSC 471</u> Software Engineering Project <u>PHIL 331</u> Ethics of Computer Usage One of:	Third- and Fourth-Year courses for the Database Systems Option <u>BUAD 123</u> Management Principles <u>COSC 404</u> Advanced Database Management Systems <u>COSC 416</u> Topics in Database <u>COSC 434</u> Database Administration <u>COSC 470</u> Software Engineering <u>COSC 471</u> Software Engineering Project <u>PHIL 331</u> Ethics of Computer Usage One of:

<p>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:  COSC 318 Network Programming  or COSC 328 Linux Networking  One of (if not chosen above):  BUAD 335 Electronic Commerce  COSC 360 Server-Side Web Systems  COSC 341 User Experience  At least one of:  COSC 417 Topics in Computer Networks  COSC 419 Topics in Computer Science  Two three-credit courses (not already chosen) from:  COSC 318 Network Programming  COSC 328 Linux Networking  COSC 331 Middleware Development  COSC 360 Server-Side Web Systems  COSC 417 Topics in Computer Networks  COSC 419 Topics in Computer Science  Eight other three-credit courses</p>	<p>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:  COSC 318 Network Programming  or COSC 328 Linux Networking  (remove here)  At least one of:  COSC 417 Topics in Computer Networks  COSC 419 Topics in Computer Science  Two three-credit courses (not already chosen) from:  COSC 318 Network Programming  COSC 328 Linux Networking  COSC 331 Middleware Development  COSC 360 Server-Side Web Systems  COSC 417 Topics in Computer Networks  COSC 419 Topics in Computer Science  Eight other three-credit courses</p>
---	---

3. Change the Group 2 specification in the BCIS Program Outline to:

<b>Before:</b>	<b>Proposed:</b>
<p>"Group 2: refers to all courses in Communications and courses in other subjects which lead to an Associate of Arts Degree.</p>	<p>"Group 2: refers to all courses in Communications and courses in other subjects which lead to an Associate of Arts Degree. <b>This group does not include science courses.</b>"</p>

**Implementation date:** Sept 2017

**Costs:** n/a

20

# Appendix 5.2 Annual Programming Plan

Information to be distributed under Separate cover.

# Appendix 5.3

## Standing Committee Nominations

## 5.3 Standing Committee nominations

### Approval of Nominees for Standing Committees

**Motion:**

"That Education Council approves the nominee for the Operations Committee –as recommended by the Operations Standing Committee."

One (1) Education Council voting member (faculty)

Nominee: Danny Marques for the period March 10, 2017 to July 31, 2018

**Motion:**

"That Education Council approves the nominee for the Curriculum Criteria and Calendar Committee as recommended by the Operations Standing Committee."

One (1) Education Council voting member (faculty)

Nominee: Luke Skulmowski for the period March 10, 2017 to July 31, 2017

# Appendix 5.4

## First call for Nominations for Chair and vice chair of Education Council

# Appendix 5.5

## Standing Committee Reports

# Appendix 5.6 In Camera Session

# Appendix 6.0

## Reports