

Education Council Meeting
Thursday, March 1, 2018 4:00 p.m.
S 104B – Student Services Boardroom - Kelowna Campus

Faculty

Name	Location
Tim Walters	Shuswap Revelstoke Rep
Nicole Davis	South Okanagan Similkameen Rep
	Central Okanagan Rep
	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
Roberta Sawatzky	School of Business - Kelowna

Educational Administrators

Name	Location
Bill Gillett (e-copy)	Dean – Business & Commercial Aviation Programs
Andrew Hay (e-copy)	Vice President Education
Dennis Silvestrone	Director – CS
Ross Tyner	Director – Library Services

Students

Name	Location
Amanda Lang	Student – South Okanagan Similkameen
Nancy deMelo	Student – Central Okanagan
Nathan Nesbitt	Student – North Okanagan
Relan Johanson	Student - Shuswap Revelstoke

Staff

Name	Location
Amanda Pope	Vernon Campus
Fran Kelly	Kelowna Campus

Non-Voting

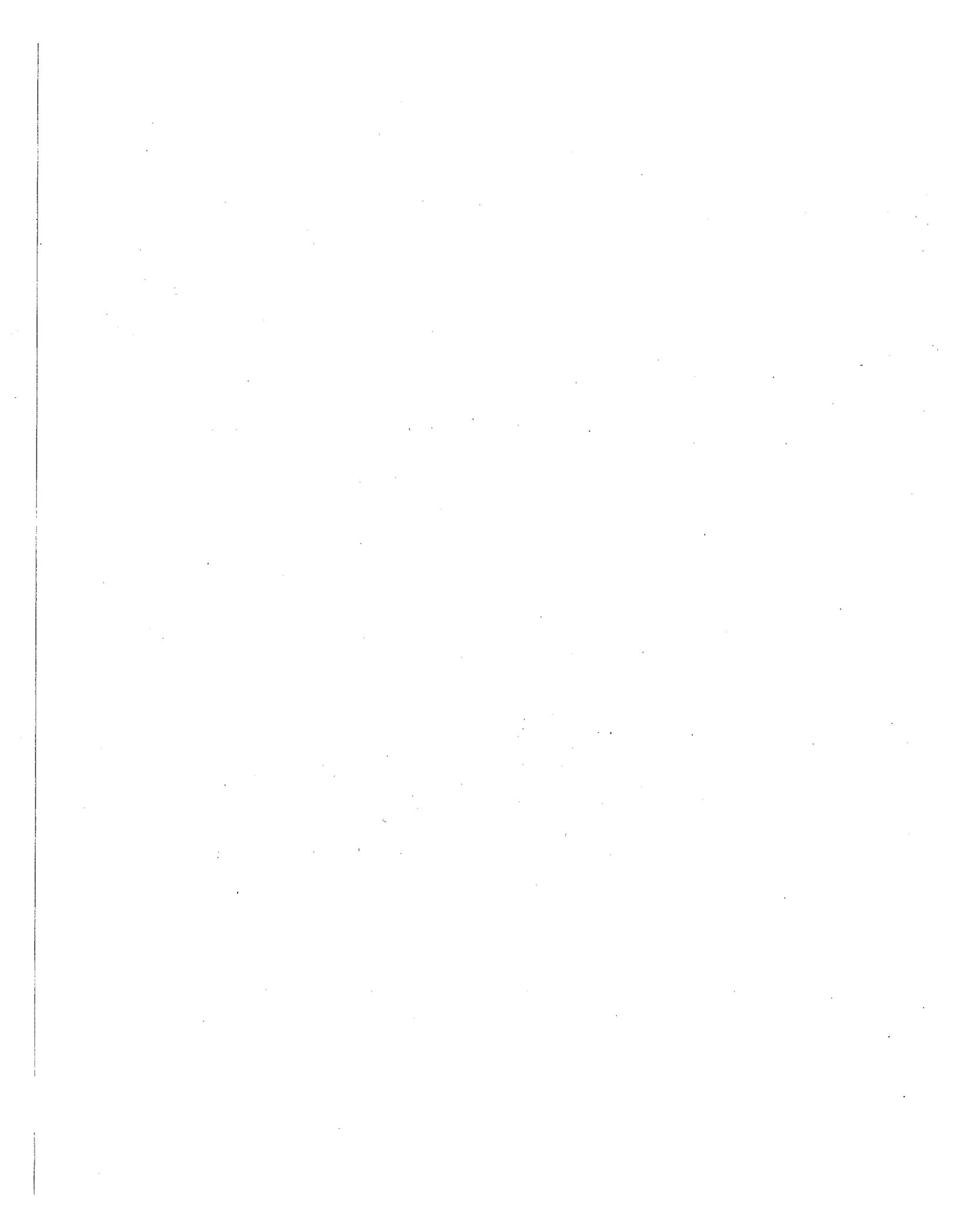
Name	Location
Jim Hamilton	President, OC
Gloria Morgan (e-copy)	Board of Governors

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
Eric Corneau (e-copy)	Regional Dean –S Ok/Similk.	Yvonne Moritz	Dean – Science, Technology & Health
Jackie Dewar-Pine	Campus Admin-Penticton	Steve Moores	Dean – Trades & Apprenticeship
Rob Huxtable	Dean – Arts & Foundational Programs	Jonathan Rouse	Assoc Dean – Business & Aviation Programs
Margaret Scharf (e-copy)	Campus Admin-Salmon Arm	President	OC Student Union
Joan Smeyers (e-copy)	Campus Admin - Vernon	President	OC Kalamaka (Vernon) Student Assoc
Laura Berntzen (e-copy)	Asst to the Dean– STH	Luke Skulmoski (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	Leanne 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
Phil Ashman (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	Russell Boris (e-copy)	Director, International



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**Okanagan College Education Council Agenda
Meeting of Thursday, March 1, 2018 4:00 pm
S 103B Students Services Boardroom - Kelowna Campus**

- 5.5 Standing Committee Reports
 - a. Operations Committee
 - b. ARP Committee
 - c. CCC Committee
 - d. Tributes Committee

- 5.6 In camera session – information distributed at the table
 - a. Tributes – Approval of the January 11, 2018 Minutes
 - b. Approval of Candidates for Graduation

- 6. Reports – reports not submitted will be distributed under separate cover**
 - 6.1 Council Chair's Report – Chris Newitt
 - 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

- 7. Date, Time of Next Regular Meeting – April 5, 2018 at 4:00 pm**

- 8. Deadline for Agenda Items – Wednesday, March 21, 2018**

- 9. Adjournment**

Appendix 3.1

Approval of the Minutes for the January 11, 2018 Education Council meeting

Motion: “That Education Council approves the March 1,
2018 Education Council meeting as presented. “

**Okanagan College Education Council
Minutes of Thursday, January 11, 2018 4:00 pm
Room S 103B Student Services Boardroom – Kelowna Campus**

Draft

Present: N deMelo, W Gillett, J Hamilton, A Hay, R Johanson, F Kelly, D Marques, J Muskens, N Nesbitt by phone, C Newitt, N Noble Hearle by phone, R Sawatzky, R Tyner, D Warren, P Wetterstrand

Regrets: A Pope, D Silvestrone, T Walters

Absent: G Morgan

Guests: C Bransfield, R Huxtable, S Jarvis, J Lister, S Moores

Recorder: D Crommer

1. Determination of Quorum and Call to Order

C Newitt called the meeting to order at 4:02 pm

- C Newitt expressed a thank you to G Bede for his time on Education Council and on the CPRC – AFP. G Bede has resigned from Education Council for health reasons.
- C Newitt welcomed N Davis to Education Council as the South Okanagan/Similkameen Faculty representative.
- It was clarified that the new student from the S Okanagan, J Rothe, will not be able to fulfil the role on Education Council.

2. Adoption of the Agenda

Motion: N deMelo/R Johanson

"That Education Council approves the agenda as presented."

- Add item 3.2 Approval of the January 4, 2018 Operations Committee Minutes
- Add item 4.1 In camera Tributes session
- Correction to motion on page 20 – courses should be Academic 'Reading' Skills
- Correction to motion on page 21 – courses should be Academic "Writing' Skills

Carried as revised

3. Approval of the Minutes

3.1 Approval of the minutes of the December 7, 2017 Education Council meeting as presented.

Motion: R Tyner/P Wetterstrand

"That Education Council approves the minutes of the December 7, 2017 Education Council meeting as presented."

Carried

3.2 Approval of the minutes of the January 5, 2018 Operations Committee meeting as presented.

Motion: P Wetterstrand/C Newitt

"That Education Council approves the actions of the January 5, 2018 Operations Committee meeting as presented."

Carried

4. Business Arising

Motion: D Marques/P Wetterstrand

"That Education Council move in camera."

Carried

Tributes

- C Newitt introduced Tributes Chair J Lister advising she is here to speak to the outstanding issues on the Honorary Fellow nominee.
- J Lister advised she did some additional verification of information and that Tributes committee met to review all the information. She advised that Tributes committee members look at three main areas being community involvement, achievements or recognitions received and what if any is the connection to OC. J Lister advised that Tributes reviewed each area including comments from the nomination form. Based on the criteria provided it was determined nominee is suitable to receive the Honorary Fellow designation. After weighing the achievements of the individual, Tributes is bringing the nomination back to Ed Council.

- Additional details and the motion are included in the confidential Tributes minutes associated with this meeting.

Motion: A Hay/N deMelo
That Education Council move out of camera."

Carried

5. New Business

5.1 Curriculum recommended by the CPRC – T/A

a. New program – Automotive Service Technician Foundation

Motion: D Warren/N deMelo

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

- C Bransfield advised that the ITA has undergone harmonization which includes the revamping of Levels 1 – 4. He advised the Foundation program needed to be updated and the decision was to create a new program to separate the old program from the new. Included in the new program is a work term which will have students working in a real automotive shop and it is like a working interview. The revisions are to line up with the ITA level 1 program.
- He advised it is not really a repackaging and that is why a new program is being proposed instead of a revision. There are no courses as students cannot apply and take an individual sections and they can only enrol in the complete program. This is offered as a program and there are no course proposals.
- There is an increase in hours from 900 to 990 and this will result in a tuition increase.

Carried

b. New program – Welding Foundation

Motion: A Hay/W Gillett

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

- S Jarvis advised this proposal is similar to the AST program just reviewed. They are rebranding the program to keep old and new programs separate. There is some content from the old second level now included in the foundation program. Level C Welding no longer exists and has become Welder Foundation.
- S Moores added this is one of about 12 programs going through harmonization. He noted that some programs are being harmonized with name changes, sequences or program length to name a few changes. Some changes will be simple and others will be more complex and the changes impact both the apprenticeship and foundation levels.

Carried

5.2 Curriculum recommended by the CPRC – AFP

- a. Course revisions – HIST 122 Canada Since 1867 and HIST 206 Aboriginal-Settler Relations in Canada

Motion: W Gillett/D Warren

"That Education Council approves the following course revisions: HIST 122 Canada Since 1867 and HIST 206 Aboriginal-Settler Relations in Canada as recommended by the CPRC – AFP:

- R Huxtable advised that the changes are topical and are to align with the terminology used across the country.

Carried

- b. New course – CMNS 103 Digital Media for Trades Educators

Motion: N deMelo/P Wetterstrand

That Education Council approves the new course: CMNS 103 Digital Media for Trades Educators as recommended by the CPRC – AFP:

- R Huxtable noted that Education Council members may remember the program was approved with a placeholder course until a new course could be developed. This is the new course specifically developed for the program.

Carried

- c. New course – ENGL 299 Special Topics: (Identified topic)

Motion: D Marques/N deMelo

That Education Council approves the new course: ENGL 299 Special Topics: as recommended by the CPRC – AFP:

- R Huxtable advised this course is designed to allow the department to try out different courses. He confirmed the department does not want the statement about with different topics, this course can be taken more than once.

Carried

- d. Course revisions – ESLE 010, ESLE 020, ESLW 011, ESLW 021, ESLR 012, ESLR 022

Motion: N deMelo/D Warren

"That Education Council approves the following course revisions as recommended by the CPRC – AFP:

- ESLE 010 ESL Listening and Speaking Level 1.
- ESLE 020 ESL Listening and Speaking Level 2
- ESLW 011 Introduction to Writing
- ESLW 021 Writing Improvement
- ESLR 012 Introduction to Reading – Academic
- ESLR 022 Reading Improvement
- R Huxtable advised he will be speaking to the whole package of ESL revisions.
- Prior to change, courses were levels 1 to 5 and there was no exam period. They have taken the exam segment out and put into a defined exam period. Courses are expensive to international students and the department is trying to better reflect in the calendar what is actually happening in classes. The hours per week stay the same and the number of weeks are reduced. There is no change to the cost as the cost is per course and will include an exam period.
- R Huxtable referred to the OCELA prerequisites adding this is used as a placement device by assessing their English Language skills. The OCELA test better describes what is required for students to be placed appropriately.

Carried

- e. Course revisions – EAPD 010, EAPD 020, EAPD 030, EAPD 040

Motion: N deMelo/D Warren

"That Education Council approves the following course revisions as recommended by the CPRC – AFP:

- EAPD 010 - Academic Discussion Skills I
- EAPD 020 – Academic Discussion Skills II
- EAPD 030 – Academic Discussion Skills 3
- EAPD 040 – Academic Discussion Skills 4
- This is the same as above and applies to the Academic Discussion courses.

Carried

- f. Course revisions – EAPR 010, EAPR20, EAPR 030, EAPR 040

Motion: R Johanson/P Wetterstrand

"That Education Council approves the following course revisions as recommended by the CPRC – AFP:

- EAPR 010 - Academic Reading Skills I
- EAPR 020 – Academic Reading Skills II
- EAPR 030 – Academic Reading Skills 3
- EAPD 040 – Academic Reading Skills 4
- This is the same as above with the contact hours and prerequisites changing for the Academic Reading Skills courses.

Carried

- g. Course revisions – EAPW 010, EAPW0, EAPW 030, EAPW 040

Motion: R Tyner/N deMelo

"That Education Council approves the following course revisions as recommended by the CPRC – AFP:

- EAPR 010 - Academic Writing Skills I
- EAPR 020 – Academic Writing Skills II
- EAPR 030 – Academic Writing Skills 3
- EAPD 040 – Academic Writing Skills 4
- This is the same as above with the contact hours and prerequisites changing for the Academic Writing Skills courses.

Carried

- h. Program revision – ESL Certificate

Motion: R Sawatzky/N deMelo

"That Education Council approves the program revision: ESL Certificate as recommended by the CPRC – AFP:

- R Huxtable advised that previously the program was amended and graduation requirements were missed so students unable to receive a credential. This will provide an opportunity for students to receive that credential.
- In some countries, a credential is very important and this shows that a student completed a program.

Carried

5.3 2018 – 2019 Academic Schedules

- a. English as a Second Language

Motion: R Johanson/N deMelo

"That Education Council approves the 2018 – 2019 English as a Second Language Schedule as presented."

- J Muskens advised this reflects a final exam period and the changes just approved.

Carried

5.4 Academic Integrity Policy recommended by the Academic Regulations and Policy Committee

a. Academic Integrity Policy

Motion: R Johanson/R Sawatzky

That Education Council approves the Academic Integrity Policy as recommended by the Academic and Regulations Policy Committee.

- J Muskens advised a committee has been working on this policy for close to two years. The draft has been reviewed at Deans Forum and three issues arose from ARP committee. The policy provides information on what to do if a student has not violated academic integrity but has done something as a result of not understanding of what is failure of scholarship. She added the committee believes they covered what academic integrity isn't and that is helpful.
- The Policy was created as the previous policy is quite old and not fully understood by all faculty. Some parts don't fit with OC. There have been challenges with plagiarism and cheating and the use of technology are included in this policy.
- The old policy was vague on what to do if a student had violated cheating or plagiarism. The new policy includes steps for what should be done in specific situations.
- The new policy will help keep records on whether or not this may be a first, second or third offence and that determines what the penalty should be. It helps determine if a situation is a learning moment where the student didn't really understand what plagiarism is. Included is an outline for the appeal process and what a student can appeal.
- A member asked if the situations should be run through the Dean's office or if instructors determine this on their own.
- The policy is to ensure students are treated the same and help instructors know when something needs to be done and what action should take place.
- J Hamilton added that any clarity brought to process will help. He noted it is unusual to include what is not a violation before what is a violation and suggested that it start with what is a violation. He asked if D Olson has seen this to ensure is appropriate for the process of natural justice.
- J Muskens confirmed that D Olson has been involved in the process and has been working on policy for some time. It was at her suggestion the statement on natural justice was removed from the policy.
- A member asked what if anything is included on a transcript. J Muskens advised that OC does not include any notation on the transcript. A notation is made in Banner but not on the transcript. She added that some institutions do include a notation on the transcript usually by use of a special code.
- It was clarified that learning experiences are not documented. This raised the concern that a student could be given multiple warnings in different classes.
- If an offense has occurred it could be up to Dean's office to determine if a record should be kept. A suggestion might be to have students sign a statement upon arrival which indicates they understand what plagiarism is.
- A member suggested a mandatory orientation for all new students to review the difference between academic fraud and plagiarism. A member added support for the idea of mandatory orientations and expressed concern that a problem would arise if students don't attend.
- A member pointed out that most professors/instructors will mention this on the first day of classes and it is mentioned in the course outline.
- A student member added that in one of her courses, they review it and do a quick online quiz.
- J Muskens advised this will be translated into other languages and included in the calendar.
- J Hamilton urged caution that if is translated to other languages advising that unusual things can happen if it is translated back into English.
- A suggestion was made for the policy to be specific about the use of aids (electronics) during an evaluation period. Another suggest was to be generic in the

use of terms describing devices so as not to have to update policy every time a new device becomes common place.

Carried

5.5 Nominees to Standing Committees

Motion: R Tyner/N deMelo

"That Education Council approves the nominee for the Curriculum Proposal Review Committee – Arts and Foundational Programs (CPRC – AFP) as recommended by the Operations Standing Committee."

One (1) faculty member from outside the portfolio

Nominee: Roën Janyk the period January 12, 2018 to July 31, 2020

Carried

Motion: N deMelo/D Warren

"That Education Council approves the nominee for the Curriculum Proposal Review Committee – Arts and Foundational programs (CPRC – AFP) as recommended by the Operations Standing Committee."

One (1) faculty member from outside the portfolio

Nominee: Alan Rice for the period January 12, 2018 to July 31, 2020

Carried

Motion: R Johanson/D Warren

"That Education Council approves the nominee for the Curriculum Proposal Review Committee – Arts and Foundational programs (CPRC – AFP) as recommended by the Operations Standing Committee."

One (1) AACP faculty member to serve on the committee

Nominee: Chantale Hutchinson for the period January 12, 2018 to July 31, 2020

Carried

5.6 Standing Committee Reports

a. Operations Committee

- C Newitt advised that committee met January 5/18 to approve the majority of candidates for winter convocation and the rest of the Graduands will be approved during in camera session to follow.

b. ARP Committee

- Nothing to add as the policy was approved earlier.

c. CCC Committee

- C Newitt advised committee not met yet.

d. Tributes Committee

- C Newitt advised the committee met and a report was provided at the beginning of the meeting

5.7 In camera session

Motion: D Marques/P Wetterstrand

"That Education Council move in camera."

Carried

Associate of Arts Degree

Motion: J Muskens/A Hay

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Associate of Arts Degree and, therefore, recommends these candidates to Education Council for approval of the Associate of Arts Degree.

Carried

Bachelor of Business Administration

Motion: J Muskens/B Gillett

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Bachelor of Business Administration and, therefore, recommends these candidates to Education Council for approval of the Bachelor of Business Administration.

Carried

Business Administration Diploma (Out of Sequence – End Date August 15, 2017 – Kelowna)

Motion: J Muskens/N deMelo

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

Business Administration Diploma

Motion: J Muskens/F Kelly

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

Culinary Arts Certificate (January 3, 2017 to December 22, 2017 – Kelowna)

Motion: J Muskens/D Warren

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.

Carried

English for Academic Purposes Certificate (Kelowna)

Motion: J Muskens/P Wetterstrand

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.

Carried

Office Assistant Certificate (Out of Sequence - Penticton)

Motion: J Muskens/D Marques

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.

Carried

Pharmacy Technician Certificate (April 10, 2017 – Practicum End Dates Vary - Kelowna)

Motion: J Muskens/R Johanson

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

Carried

Water Engineering Technology Diploma (September 9, 2015 to December 5, 2017 – Kelowna)

Motion: J Muskens/R Tyner

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Water Engineering Technology Diploma and, therefore, recommends these candidates to Education Council for approval of the Water Engineering Technology Diploma.

Carried

Motion: N deMelo/R Tyner

"That Education Council move out of in camera."

Carried

6 Reports

6.1 Council Chair's Report –

- C Newitt advised that the annual elections for new members will be held in the spring. These will be held for the six portfolio positions and the two support staff positions on Education Council.

6.2 President & Vice-President Education Report – A Hay

- J Hamilton noted the written report was provided at the meeting. He advised there are issues with parking on campus and this is a good problem to have.
- A Hay reviewed the K-12 changes ensuring members are aware the changes will be implemented for grade 10 this year (2018) and grade 11 in September 2019.

6.3 Registrar's Report –

- J Muskens advised members that the summer session schedule will be published on January 20th.
- She advised Education Council that D Crommer will be retiring in the spring.

6.4 Board of Governor's Report – no report

7 Date, Time of Next Regular Meeting – Thursday, February 1, 2018

8 Deadline for Agenda Items – Wednesday, January 17, 2018

9. Adjournment at 5:35 pm

Appendix 5.1

Curriculum recommended by the CPRC – T/A (Trades and Apprenticeship programs)

Curriculum recommended by the Curriculum Proposal Review Committees

Trades and Apprenticeship Programs

Motion: That Education Council approves the program revision: Trades Technology Teacher Education Diploma as recommended by the CPRC – T/A:

Program revision
Trades Technology Teacher Education Diploma

- Addition/Deletion of courses

Rationale:

The Communications department will be providing a Digital Media course to our TTTE students. Originally, CMNS 130 "Digital Media" was included in the TTTE program. It has now been determined that CMNS 103 "Digital Media for Trades Educators" will provide outcomes and content specifically adapted to the needs of Trades, Technology, Teacher Education diploma students. CMNS 103 also takes into account the hybrid mode of delivery for this course within the TTTE Diploma.

This course change has been accepted by Brock University, Okanagan College's partner in the TTTE Diploma program.

Course being added: CMNS 103 Digital Media for Trades Educators

Course being deleted: CMNS 130 Digital Media

Program outline:

Current:

Year 1, Term 1 only as no change to subsequent semesters/years

Okanagan College's - Trades Technology Teacher Education Program (TTTE)

Year 1

		Term I			
Course Code	Course Title	Hrs	Credits		Prereq
			OC	Brock	
OC Courses					
ENGL 100 level	University Writing - existing	39	3	0.5	Eng 12
CMNS 130	Digital Media	39	3		
TTTE 112	Drafting and Design - revised	39	3		
TTTE 119	Learning for Success - new	39	3	0.5	
Brock Courses					
ADED 4F31	Foundations of Adult Education	72	6	1	
		Total	228	18	2

Proposed:

Year 1, Term 1 only as no change to subsequent semesters/years

Okanagan College's - Trades Technology Teacher Education Program (TTTE)

Year 1

		Term I			
Course Code	Course Title	Hrs	Credits		Prereq
			OC	Brock	
OC Courses					

ENGL 100 level	University Writing - existing	39	3	0.5	Eng 12
CMNS 103	Digital Media for Trades Educators	39	3		
TTTE 112	Drafting and Design - revised	39	3		
TTTE 119	Learning for Success - new	39	3	0.5	
Brock Courses					
ADED 4F31	Foundations of Adult Education	72	6	1	
Total		228	18	2	

Implementation date: March 2018

Costs: n/a

Appendix 5.2

Curriculum recommended by the CPRC – BUS (Business, Culinary & Commercial Aviation Programs)

Business, Culinary and Commercial Aviation Programs

Motion: That Education Council approves the course revisions: BUAD 234 Risk and Retirement Planning, BUAD 235 Wealth Management and Estate Planning and BUAD 356 Contemporary Practices in Financial Planning as recommended by the CPRC – BUS:

BUAD 234 – 3 – 3 Risk and Retirement Planning

Course revision:

- Content
- Description
- Title – new course title: *Retirement Income Planning*

Rationale:

The School of Business offers courses that prepare students for industry certification with the Certified Financial Planner (CFP) designation. The CFP designation is highly desired within the banking, investment dealer and insurance industry.

We use course material from Advocis (the Financial Advisors Association of Canada) for delivery of courses preparing students for industry certification. Advocis has updated the courses that we deliver. The changes consist of updates and restructuring. There have been no changes to the content, only a realignment of the content. The course name has been changed to reflect the realignment of the content.

Calendar description:

Current:

This course examines the issues related to risk management and retirement. Topics include risk management and retirement processes, the steps in the risk management process, and products, issues and practices in the areas of insurance and retirement.

Proposed:

Learners examine the issues related to retirement planning. Topics include options in financing retirement, retirement needs analysis, products, issues and practices in the area of retirement. Professional and ethical responsibilities of financial planners are explored.

Content change:

The chapters on retirement planning are expanded and the chapter on professional and ethical responsibilities of financial planners has been moved from BUAD 356 Taxation and Investment Planning to this course. To create room in the course for the changes, chapters on risk management (insurance) have been moved to BUAD 235 Insurance and Estate Planning.

Implementation date: September 2018

Costs: n/a

BUAD 235 – 3 – 3 Wealth Management and Estate Planning

Course revision:

- Content
- Description
- Title – new course title: *Insurance and Estate Planning*

Rationale:

The School of Business offers courses that prepare students for industry certification with the Certified Financial Planner (CFP) designation. The CFP designation is highly desired within the banking, investment dealer and insurance industry.

We use course material from Advocis (the Financial Advisors Association of Canada) for delivery of courses preparing students for industry certification. Advocis has updated the courses that we deliver. The changes consist of updates and restructuring. There have been no changes to the content, only a realignment of the content. The course name has been changed to reflect the realignment of the content.

Calendar description:

Current:

This course examines market indicators in relation to wealth management and estate planning and progresses to an understanding of investment products. Investment planning, cash and debt management and estate planning are also explored.

Proposed:

Learners examine the issues related to risk management and estate planning. Topics include risk management and insurance needs analysis, the steps in the risk management process, products, issues and practices in the areas of insurance. Components of estate planning include wills and probate, powers of attorney, testamentary and inter vivo trusts, and estate freezes.

Content change:

Chapters on risk management (insurance) have been added to this course, moved from BUAD 234 Retirement Income Planning. To create room in the course for the added risk management chapters the chapters on wealth management have been moved to BUAD 356 Taxation and Investment Planning.

Implementation date: September 2018

Costs: n/a

BUAD 356 – 3 – 3 Contemporary Practices in Financial Planning

Course revision:

- Content
- Description
- Title – new course title: **Taxation and Investment Planning**

Rationale:

The School of Business offers courses that prepare students for industry certification with the Certified Financial Planner (CFP) designation. The CFP designation is highly desired within the banking, investment dealer and insurance industry.

We use course material from Advocis (the Financial Advisors Association of Canada) for delivery of courses preparing students for industry certification. Advocis has updated the courses that we deliver. The changes consist of updates and restructuring. There have been no changes to the content, only a realignment of the content. The course name has been changed to reflect the realignment of the content.

Calendar description:**Current:**

This course examines the financial planning process, income tax legislation and advanced areas related to the practice of financial planning. Professional and ethical responsibilities of financial planners are explored. Different forms of business structures, including trusts, are examined in relation to financial planning.

Proposed:

Learners examine the financial planning process, income tax legislation and advanced areas related to the practice of financial planning. Various investment products are explored. Different forms of business structures, including trusts, are examined in relation to financial planning.

Content change:

Chapters on wealth management (investments) have been added to this course, moved from BUAD 235 Insurance and Estate Planning. To create room in the course for the added wealth management chapters the chapters on professional and ethical responsibilities of financial planners have been moved to BUAD 234 Retirement Income Planning.

Implementation date: September 2018

Costs: n/a

Motion: That Education Council approves the program revision: Business Studies Certificate – Financial Services as recommended by the CPRC – BUS:

Program revision**Business Studies Certificate**

- Program outline
- Revision of courses

Rationale:

Courses being revised as per Course Revision Proposals (BUAD 234, BUAD 235). Course names to be changed in the Business Studies Certificate - Financial Services program.

Program outline:

Business Studies Certificate - Financial Services

Program Outline (EXISTING)	Program Outline (REVISED)
Six courses selected from:	Six courses selected from:
BUAD 208 Canadian Income Tax I	BUAD 208 Canadian Income Tax I
BUAD 233 Financial Planning Fundamentals	BUAD 233 Financial Planning Fundamentals
BUAD 234 Risk and Retirement Planning: Comprehensive Practices	BUAD 234 Retirement Income Planning
BUAD 235 Wealth Management and Estate Planning	BUAD 235 Insurance and Estate Planning
BUAD 236 Accounting Computer Applications	BUAD 236 Accounting Computer Applications
BUAD 250 Canadian Securities	BUAD 250 Canadian Securities
BUAD 251 Personal Financial Planning	BUAD 251 Personal Financial Planning

Implementation date: September 2018

Costs: n/a

Motion: That Education Council approves the program revision: Business Administration Diploma – Financial Services Option as recommended by the CPRC – BUS:

Program revision

Business Administration Diploma – Financial Services Option

- Program outline
- Revision of courses

Rationale:

Courses being revised as per Course Revision Proposals (BUAD 234, 235, and 356). Course names to be changed in the Business Administration Diploma Financial Services Option.

Program outline:

Business Administration Diploma - Financial Services Option

Program Outline (EXISTING)	Program Outline (REVISED)
Students who enrolled in the Business Administration program before September 2003 will require 72 credits to graduate.	Students who enrolled in the Business Administration program before September 2003 will require 72 credits to graduate.
First Year	First Year
BUAD 111 Financial Accounting I	BUAD 111 Financial Accounting I
BUAD 116 Marketing	BUAD 116 Marketing
BUAD 123 Management Principles	BUAD 123 Management Principles
BUAD 128 Computer Applications I	BUAD 128 Computer Applications I
BUAD 195 Financial Management	BUAD 195 Financial Management
CMNS 112 Professional Writing I	CMNS 112 Professional Writing I
MATH 114 Business Mathematics	MATH 114 Business Mathematics
And either:	And either:
BUAD 113 Canadian Business	BUAD 113 Canadian Business
(1)	(1)
or both:	or both:
ECON 115 Principles of Microeconomics	ECON 115 Principles of Microeconomics
ECON 125 Principles of Macroeconomics	ECON 125 Principles of Macroeconomics
Six (6) credits of Electives (non-business or business)	Six (6) credits of Electives (non-business or business)
Second Year	Second Year
BUAD 209 Business Law	BUAD 209 Business Law
BUAD 262 Organizational Behaviour	BUAD 262 Organizational Behaviour
BUAD 264 Management Accounting	BUAD 264 Management Accounting
Plus one of:	Plus one of:

BUAD 272 Business Simulation	BUAD 272 Business Simulation
BUAD 293 Entrepreneurship	BUAD 293 Entrepreneurship
12 credits of specific option electives (see below)	12 credits of specific option electives (see below)
Six (6) credits of open electives (non-business or business)	Six (6) credits of open electives (non-business or business)
Note:	Note:
(1) ECON 115 and ECON 125 may be substituted for BUAD 113 with three credits counting as required credits and three credits counting as elective credits.	(1) ECON 115 and ECON 125 may be substituted for BUAD 113 with three credits counting as required credits and three credits counting as elective credits.
Financial Services Option	Financial Services Option
Offered in Kelowna	Offered in Kelowna
BUAD 235 Wealth Management and Estate Planning	BUAD 235 Insurance and Estate Planning
BUAD 251 Personal Financial Planning	BUAD 251 Personal Financial Planning
Plus Two of:	Plus Two of:
BUAD 176 Professional Sales	BUAD 176 Professional Sales
BUAD 208 Canadian Income Tax I	BUAD 208 Canadian Income Tax I
BUAD 233 Financial Planning Fundamentals	BUAD 233 Financial Planning Fundamentals
BUAD 234 Risk and Retirement Planning: Comprehensive Practices	BUAD 234 Retirement Income Planning
BUAD 250 Canadian Securities	BUAD 250 Canadian Securities
BUAD 223 Selected Topics: Financial Services	BUAD 223 Selected Topics: Financial Services
BUAD 296 Long-term Capital Management	BUAD 296 Long-term Capital Management
BUAD 356 Contemporary Practices in Financial Planning	BUAD 356 Taxation and Investment Planning
BUAD 369 Canadian Income Tax II	BUAD 369 Canadian Income Tax II

Implementation date: September 2018

Costs: n/a

Motion: That Education Council approves the program revision: Bachelor of Business Administration – Finance Specialty as recommended by the CPRC – BUS:

Program revision

Bachelor of Business Administration – Finance Specialty

- Program outline
- Revision of courses

Rationale:

Courses have been renamed as per Course Revision proposals. Course names in Finance Specialty Area of the BBA need to be changed (three courses BUAD 234, 235, 356).

Bachelor of Program outline:

Bachelor of Business Administration - Finance Specialty

Program Outline (EXISTING)	Program Outline (REVISED)
Students must complete a minimum of 120 credit hours as prescribed below:	Students must complete a minimum of 120 credit hours as prescribed below:
BUAD 111 Financial Accounting I	BUAD 111 Financial Accounting I
BUAD 116 Marketing	BUAD 116 Marketing
BUAD 123 Management Principles	BUAD 123 Management Principles
BUAD 128 Computer Applications I	BUAD 128 Computer Applications I
BUAD 195 Financial Management	BUAD 195 Financial Management
BUAD 209 Business Law	BUAD 209 Business Law
BUAD 262 Organizational Behaviour	BUAD 262 Organizational Behaviour
BUAD 264 Management Accounting	BUAD 264 Management Accounting

BUAD 269 Human Resources Management	BUAD 269 Human Resources Management
BUAD 315 Management Science	BUAD 315 Management Science
BUAD 425 Business and Canadian Government Policy	BUAD 425 Business and Canadian Government Policy
BUAD 340 Strategic Management I and one of:	BUAD 340 Strategic Management I and one of:
BUAD 272 Business Simulation	BUAD 272 Business Simulation
BUAD 293 Entrepreneurship	BUAD 293 Entrepreneurship
Plus:	Plus:
CMNS 112 Professional Writing I	CMNS 112 Professional Writing I
CMNS 122 Professional Writing II	CMNS 122 Professional Writing II
MATH 114 Business Mathematics	MATH 114 Business Mathematics
STAT 124 Business Statistics	STAT 124 Business Statistics
ECON 115 Principles of Microeconomics	ECON 115 Principles of Microeconomics
ECON 125 Principles of Macroeconomics	ECON 125 Principles of Macroeconomics
PHIL 350 Business Ethics	PHIL 350 Business Ethics
Finance Specialty	Finance Specialty
While satisfying all the requirements outlined above for the Bachelor of Business Administration degree, students must include the following courses in their Business elective choices to specialize in Finance.	While satisfying all the requirements outlined above for the Bachelor of Business Administration degree, students must include the following courses in their Business elective choices to specialize in Finance.
Eight courses from the following:	Eight courses from the following:
BUAD 208 Canadian Income Tax I	BUAD 208 Canadian Income Tax I
BUAD 234 Risk and Retirement Planning: Comprehensive Practices	BUAD 234 Retirement Income Planning
BUAD 235 Wealth Management and Estate Planning	BUAD 235 Insurance and Estate Planning
BUAD 250 Canadian Securities	BUAD 250 Canadian Securities
BUAD 251 Personal Financial Planning	BUAD 251 Personal Financial Planning
BUAD 296 Long-term Capital Management	BUAD 296 Long-term Capital Management
BUAD 350 Capital Markets	BUAD 350 Capital Markets
BUAD 353 Derivative Securities	BUAD 353 Derivative Securities
BUAD 356 Contemporary Practices in Financial Planning	BUAD 356 Taxation and Investment Planning
BUAD 360 Canadian Financial Institutions	BUAD 360 Canadian Financial Institutions
BUAD 361 Selected Topics: Finance	BUAD 361 Selected Topics: Finance
BUAD 468 Selected Topics: Finance	BUAD 468 Selected Topics: Finance
BUAD 369 Canadian Income Tax II	BUAD 369 Canadian Income Tax II
BUAD 450 Investment Management	BUAD 450 Investment Management
BUAD 461 Applied Corporate Finance	BUAD 461 Applied Corporate Finance

Implementation date: September 2018

Costs: n/a

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Appendix 5.3

Curriculum recommended by the CPRC – AFP (Arts & Foundational Programs)

Arts and Foundational Programs

Motion: That Education Council approves the new course: FNIL 110 Indigenous Regional Languages I as recommended by the CPRC – AFP:

FNIL 110 – 3 – 3 Indigenous Regional Languages I
Short title – Indigenous Languages I

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course provides students the opportunity to learn the basic structure of a language indigenous to the region (Okanagan, Similkameen, or Shuswap). Students will progress toward a working use of the language in everyday life situations and conversation. (3,0,0)

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: FNIL 120 Indigenous Regional Languages II as recommended by the CPRC – AFP:

FNIL 120 – 3 – 3 Indigenous Regional Languages II
Short title – Indigenous Languages II

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course builds on the skills developed in FNIL 110. Students learn more complex sentence structure using nouns, pronouns, and verbs in the past, present and future tenses. Students engage in more complex conversation including questions and responses, description, adjectives, and adverbs. (3,0,0)

Prerequisites: FNIL 110

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: IDST 200 Psychosocial Cultural Challenges Across the Lifespan which was not recommended by the CPRC – AFP:

IDST 200 – 3 - 3 Psychosocial Cultural Challenges Across the Lifespan
Short title – Psychosocial Challenges

New Course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program

Calendar description:

This course examines psychological and social conflicts that arise across the lifespan as the individual encounters people and institutions during the course of development. Taking an interdisciplinary approach, common psychological and psychosocial issues facing those who practice in fields of social service will be addressed with the aim of understanding both the etiology of psychosocial conflicts and their personal and societal consequences. Social factors of culture and institution (such as family, school, community, government, law enforcement, media) are assessed for their effects on identity and behaviour. (3,0,0)

Prerequisites: 2nd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: IDST 400 Professional Codes of Ethics which was not recommended by the CPRC – AFP:

IDST 400 – 3 - 3 Professional Codes of Ethics

New Course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program

Calendar description:

This course reviews codes of ethical practice across a number of professions, professions that have a role in social services, medicine and mental health, law enforcement and the judicial system, government, education. Relevant and current codes of ethical practice will be reviewed and set in the context of both prominent ethical theories and challenges of professional practice. Students will explore ethical dilemmas that confront professionals as they perform their responsibilities, and will learn how to use ethical decision-making while they come to understand issues of regulation and professional practice standards.

(3,0,0)

Prerequisites: 3rd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: PHIL 411 Professional Ethics as recommended by the CPRC – AFP:

PHIL 411 – 3 – 3 Professional Ethics

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course will provide a theory-based approach to ethical professionalism and a case-based method for dealing with ethical issues in the work place. The course will cover those values central to the moral life of any professional: integrity, respect for persons, justice, compassion, beneficence and non-maleficence, and responsibility. (3,0,0)

Prerequisites: 3rd standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: PSYC 348 Evidence-Based Practice: Theories as recommended by the CPRC – AFP:

PSYC 348 – 3 – 3 Evidence Based Practice: Theories
Short title: Evidence Based Practice

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course provides an overview of empirically supported, evidence-based practice of psychological treatments. Focusing on disorders that are most likely to surface when dealing with social services, the course will review the evidence base for specific therapies targeting mental and behavioural disorders that relate to identify, family and social functioning across the lifespan. The course will examine what research shows with regard to assessment, intervention and outcome effectiveness, informing students of relevant research evidence so as to understand researched treatments that maximize benefit.

Treatments suited to such disorders as dissociative identity disorders, anxiety and depression, trauma and stressor disorders, mood disorders, schizophrenia, substance-related and addictive disorders, and disorders of childhood, adolescence and old age are reviewed. (3,0,0)

Prerequisites: Six credits of 200-level Psychology and 3rd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: PSYC 365 Qualitative Methods & Analysis as recommended by the CPRC – AFP:

PSYC 365 – 3 – 3 Qualitative Methods and Analysis

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course introduces students to the theory and practice of qualitative research methods as employed in social, clinical, health, and educational research. Participants in the course will examine the processes of designing qualitative research, collecting qualitative data, qualitative data analysis, and interpreting and reporting qualitative research. (3,0,0)

Prerequisites: 3rd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: PSYC 470 Program Evaluation as recommended by the CPRC – AFP:

PSYC 470 – 3 – 3 Program Evaluation

New course

Rationale:

Required course in Applied Degree Program.

Calendar description:

Program Evaluation is the systematic application of scientific methods to assess design, implementation, improvement or outcomes of a program. Students who successfully complete this course will demonstrate knowledge of the terminology related to evaluation, evaluation design options, needs assessment, how to design an effective evaluation strategy, data collection sources and methods, and how to justify conclusions based on evaluation results. (3,0,0)

Prerequisites: PSYCH 111, PSYCH 121, PSYCH 260, & PSYCH 270 + 3rd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: SOCW 309 Interview & Assessment Skills as recommended by the CPRC – AFP:

SOCW 309 – 3 – 3 Interview & Assessment Skills

New course

Rationale:

Required course in Applied Degree Program. Also an elective for students in Arts Program.

Calendar description:

This course introduces students to the values, knowledge, theory and skills for interviewing and assessment within an environment sensitive to dynamics of diversity, culture, gender, power and language. The course will examine use of self, self-awareness and identity, and stages of the worker-“client” relationship. A strong emphasis will be on application of various theories to the assessment process and how these theories impact the perception of the client, environment, and chosen intervention(s). Case analysis, lecture, discussion, and role play will address all stages of the worker-“client” relationship, including challenging situations and ethical issues. (3,0,0)

Prerequisites: SOCW 200A, SOCW 200B + 3rd year standing
Implementation date: September 2019
Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: SOCW 320 Case Management & Transition to Practicum as recommended by the CPRC – AFP:

SOCW 320 – 3 – 3 Case Management & Transition to Practicum
Short Title: Case Management

New course

Rationale:

Required course in Applied Degree Program.

Calendar description:

This course is designed to facilitate the integration of students' learning from practice and theory courses for the purposes of their professional development. The course provides history, knowledge and skills for case management as students prepare to enter a practicum environment. Particular attention will be given to issues students may face in practicum, including inter-professional relationships, community development, working with diverse populations, and understanding self and use of self in the social work role. Students will be encouraged to increase self-awareness of their own social location, privilege, and experiences of oppression as they prepare to enter the practicum workplace. (3,0,0)

Prerequisites: SOCW 200A, SOCW 200B, 3rd year standing

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: SOCW 321 Social Policies: Protection/Welfare of children & Families as recommended by the CPRC – AFP:

SOCW 321 – 3 – 3 Social Policies: Protection and Welfare of Child and Family
Short Title: Social Policies

New course

Rationale:

Required course in Applied Degree Program. Also elective for students in Arts Program.

Calendar description:

This course provides a critical examination of family and child welfare policy. Analyses of historical and current approaches are presented, including comparative policy in various areas of Canada and the world. Diverse perspectives on child welfare policy are examined, with particular attention to Indigenous approaches, to illustrate how economic, social, and political factors and ideologies influence understanding of the issues affecting children and families. Policy responses within child welfare practice are also critically analysed. (3,0,0)

Prerequisites: SOCW 200A, SOCW 200B, 3rd year standing.

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: SOCW 410: Individual and Environmental Intervention as recommended by the CPRC – AFP:

SOCW 410– 9 – .75 Individual and Environmental Intervention
Short title: Individual Environment

New course

Rationale:

Required course in Applied Degree Program.

Calendar description:

This course builds on the practice foundations of SOCW 309: Interview & Assessment Skills by introducing students to intervention theories and techniques at the individual, group, community, and structural levels. Students will develop knowledge, skills, and awareness of values necessary for the provision of professional services from a generalist perspective, focusing on the change process, the impact of diversity and oppression, individual and group empowerment, advocacy, social justice and social change. The course takes a critical perspective on individual "problems" and analyses how individuals are impacted by their environment, and how these environments can be altered to create change at the individual level. (3,0,0)

Prerequisites: SOCW 309 and 3rd year standing.

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: ARTS 498: Practicum as recommended by the CPRC – AFP:

ARTS 498 – 9 – .75 Practicum

New course

Rationale:

Required course in Applied Degree Program.

Calendar description:

This course provides students with opportunities to integrate their learning from previous semesters in the applied degree program and to use this knowledge in an applied setting. The activities and area(s) of focus will be designed in consultation with faculty, and are intended to be congruent with the area of study in the student's Capstone Project. Students will engage in this field placement on an unpaid basis and under supervision of the agency or organization. Students develop their knowledge, skills, and abilities in a variety of practical settings and gain professional experience in the field on topics related to the applied degree program and student area(s) of focus.

It is anticipated that 36 hours of field experience will take place over the fall and winter semesters, and students will participate in seminars as determined by faculty. ((1.5,0,0 – Students attend a one and a half hour lecture on alternate weeks.)

Prerequisites: SOCW 320, 4th year standing, and admission into Applied Degree Program.

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new course: ARTS 499: Capstone Project as recommended by the CPRC – AFP:

ARTS 499 – 6 – 4 Capstone Project

New course

Rationale:

Required course in Applied Degree Program.

Calendar description:

In this course, students undertake a supervised capstone project which develops from their practicum placement. Students investigate a research problem that involves generation of original data and they will submit a written report of their findings. (4,0,0)

Prerequisites: ARTS 498, 4th year standing, and admission into Applied Degree Program.

Implementation date: September 2019

Costs: Staffing \$11,280.00

Motion: That Education Council approves the new program: Applied Bachelor of Arts: Social Development and Research as recommended by the CPRC – AFP:

Applied Bachelor of Arts: Social Development and Research
Short title: ABA-SDR

New program

Rationale:

The College and Institute Act identifies the authority of a college to offer an applied baccalaureate degree program. The proposed OC degree complements the two existing baccalaureate degrees at Okanagan (BBA, BCIS) through provision of an Arts (Social Science, Liberal Arts) alternative. This Applied Bachelor of Arts (ABA) degree will provide graduating students with readiness for a number of applied fields. The curriculum is sensitive to and reflective of regional indigenous and First Nations peoples. It provides undergraduate degree-level skills for applied social science work in public and social services such as municipal governments, social service agencies, consulting firms, non-profit and non-governmental organizations. The applied degree presents an opportunity for applications of degree content to the field (practicum, field placement or co-op program) linked with a capstone project that will develop from the student's program of studies and community/field placement. Students will develop employable skills with an appreciation of the applied facets of social science and liberal arts studies, preparing them for contribution to a wide range of community-based organizations and contribute constructively to relevant regional issues.

The proposed 120 credit degree establishes the framework for future applied baccalaureate degrees in Arts. An Applied Arts degree will be appreciative of empiricism and will include the following generic features.

- (i) Applied and professional writing skills throughout the program.
- (ii) Studies in cultural diversity (including a language other than English, various approaches to Indigenous studies including a First Nations' language option taught by First Nations, and an understanding of gender, sexuality and women's studies).
- (iii) Applied research skills beginning in first year and continuing throughout four years of study.
- (iv) Studies in critical thinking, logic and professional ethics augmented by an appreciation of science through the requirement of Science electives.
- (v) Strong representation of the social sciences with the ability to focus on one discipline or interdisciplinary paradigm.
- (vi) Sufficient upper-level coursework to ensure advanced analytical skills and knowledge.
- (vii) Applied field experience (practicum/field placement, or co-operative education experience) with a capstone project in the final year.
- (viii) Program progression requirements to ensure student success.

These eight features of the applied baccalaureate degree are the essential components of any Bachelor of Applied Studies in AFP at Okanagan College.

One iteration of the applied degree is the content of this proposal. This applied degree (Applied Bachelor of Arts: Social Development and Research, or ABA-SDR) is designed with the Okanagan/Shuswap/Similkameen regional context in mind, serving to (1) fill a regional need to produce empirically skilled employable graduates from a social science baccalaureate program as well as (2) create a pathway to graduate studies in Social Work at UBC Okanagan.

The employable skills reach a broad range of public and social service organizations and employers who deal with child, family and personal issues across the lifespan. The degree program provides generic skills in social development and research that establish readiness in graduates for work in a range of social service organizations and functions.

In addition and for a limited number of qualifying students, the degree program will provide direct entry to the Master of Social Work Foundational Two-Year Track graduate studies program at UBC Okanagan. Through an inter-institutional Memorandum of Understanding, the proposed degree is designed to implement a regional partnership between the institutions that provides qualifying graduates direct

admission to the two-year Master of Social Work program at UBC Okanagan. Graduating students who do not gain direct admission will still be able to seek admission through application and regular admission, possessing an undergraduate degree designed for success at UBCO's graduate program.

In total then, there are two pathways for graduating students. Some graduating students will use the applied degree to seek employment within the breadth of service organizations in the region using the applied social science perspective provided by the degree. Other students will choose to transition to graduate studies in Social Work either through direct admission through the Memorandum of Understanding's provisions or through competitive application.

The eight generic features of the applied degree, identified above, are demonstrated in the ABA-SDR by the following list of credits:

- (i) a minimum of 6 credits of English or Communications followed by a selection of writing intensive courses;
- (ii) a minimum of 6 credits of a language other than English (including regional First Nations' languages) plus 24 credits of indigenous studies or cultural social science courses;
- (iii) 12 credits from research methods, qualitative and quantitative statistics and program evaluation beyond the first year;
- (iv) 9 credits from Philosophy and Interdisciplinary Studies (logic, critical thinking, professional ethics) plus 6 credits of Science electives from Biology, Computer Science, Earth & Environmental Sciences, Mathematics;
- (v) 48 credits of social science including a minimum of 18 credits of one discipline as a thematic focus behind the Capstone Project;
- (vi) a minimum of 48 credits of upper level (300, 400-level) courses;
- (vii) a 9-credit Practicum/Field Placement and a 6-credit Capstone Project in Year 4; and
- (viii) a minimum Graduating Grade average of 60%, and a minimum grade average of 55% in each course counting toward the degree (an additional requirement of a minimum grade average of 76% in the upper level courses counting toward the degree for those students seeking direct entry into the two-year Master of Social Work program at UBC Okanagan).

The required features of the UBC Okanagan pathway are identified in the Social Development and Research OC Calendar details provided below.

Students will complete a 4-year, 120 credit degree with options to pursue employment with credible applied skills or to pursue admission (direct or indirect) to UBCO's Master of Social Work Foundational Two-Year Track graduate studies program.

Calendar description:

Okanagan College offers a four-year Applied Bachelor of Arts degree, located at the Kelowna Campus with limited course offerings at Salmon Arm, Vernon and Penticton campuses. This baccalaureate degree provides graduates with employable skills in applied research and an understanding of how the social sciences and liberal arts actively contribute to a culturally diverse sustainable society. Developed for the context of the southern interior of BC, this program includes studies of regional indigenous cultures and prepares graduates for direct contributions to local and regional issues. Through contextualized learning, the goal of the degree is to provide applied research skills within a context of liberal arts studies and applied social science, emphasizing an empirical orientation to understanding, to application of knowledge, and to intervention. Characterized by the strengths of a terminal degree that produces employable skills, this degree can also prepare students for admission to selective graduate studies programs. All graduates of this applied degree program will be ready for today's job market through mastery of higher-order analytical skills and techniques for applied research. Practical related field experience is a central component of the applied degree education.

This degree enables students to develop competencies in academic and professional writing, qualitative and quantitative analysis, critical thinking skills, ethics, applied research, program evaluation, multi-disciplinary world views, and languages other than English (including regional First Nations' languages). Students will complete field experience (a practicum, field placement or co-operative education program in the fourth year) as well as a capstone project that will tie academic studies to relevant local and regional issues. The degree program develops and maintains scholastic strengths in students, requiring

a minimum of 55% in each course counting toward the degree and a minimum cumulative grade average of 60% for all courses taken while in the program. For students seeking direct entry into the Master of Social Work Foundational Two-Year Track graduate studies program at UBC Okanagan, in addition to these degree requirements a minimum grade average of 76% in the upper level courses counting toward the degree is required.

Social Development and Research

A Social Work focus of the Applied Bachelor of Arts degree provides students with pathways to applied social service work or potential for transition to graduate studies at UBC Okanagan. Students will be granted an Applied Bachelor of Arts, Social Development and Research (ABA-SDR) upon completion of the following.

YEAR ONE COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology (ANTH 111- Biological Anthropology; ANTH 121 - Cultural Anthropology)
6 credits of English or Communications (from ENGL 100 - University Writing; ENGL 153 - Critical Writing and Reading: Narrative; CMNS 112 - Professional Writing I; CMNS 122 - Professional Writing II)
6 credits of Philosophy (PHIL 114 - Introduction to Logic and Critical Thinking I; PHIL 124 - Introduction to Logic and Critical Thinking II)
6 credits of Psychology (PSYC 111 - Introduction to Psychology - Basic Processes; PSYC 121 - Introduction to Psychology - Personal Functioning)
6 credits of Science Electives (from Biology, Computer Science, Earth & Environmental Sciences, Mathematics)

YEAR TWO COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology (ANTH 212 - Native People, BC Coast; ANTH 222 - Native People, BC Interior)
6 credits of Indigenous Studies (INDG 201 - Okanagan Indigenous Peoples' History; INDG 202 - Okanagan Concepts and Frameworks)
6 credits of Psychology (PSYC 260 - Research Methods; PSYC 270 - Statistics and Data Analysis)
6 credits of Social Work (SOCW 200A - Introduction to Social Work Practice; SOCW 200B - Introduction to Social Welfare in Canada)
3 credits of Gender, Sexuality and Women's Studies (GSWS 100 - Introduction to Gender, Sexuality and Women's Studies)
3 credits of Electives (from IDST 200 - Psychosocial/Cultural Challenges across the Lifespan; PSYC 220 - Lifespan Development; PSYC 242 - Abnormal Psychology; PSYC 252 - Social Psychology)

YEAR THREE COURSE REQUIREMENTS (30 credits)

9 credits of Social Work (SOCW 309 - Interview & Assessment Skills; SOCW 320 - Case Management and Transition to Practicum; SOCW 321- Social Policies: Protection and Welfare of the Child and Family)
3 credits of Sociology (SOCI 203 - Canadian Social Issues)
6 credits of First Nations/Indigenous Language (FNIL 110 - Indigenous Regional Languages I; FNIL 120 - Indigenous Regional Languages II)
9 credits of Psychology (PSYC 365 - Qualitative Methods & Analysis) PSYC 348 - Evidence-Based Practice: Therapies; and one of PSYC 242 - Abnormal Psychology or PSYC 341 - Theory of Personality
3 credits of Professional Ethics (PHIL 411 - Professional Ethics; or IDST 400 - Professional Codes of Ethics)

YEAR FOUR COURSE REQUIREMENTS (30 credits)

9 credits of Practicum Placement (ARTS 498 - Practicum or Field Placement)
6 credits of Capstone Project (ARTS 499 - Capstone Project)
3 credits of Program Evaluation (PSYC 470 - Program Evaluation)
3 credits of Social Work (SOCW 410 - Individual and Environmental Intervention)
9 credits of upper-level electives (300 or 400-level courses in Communications, Computer Science, Economics, English, Geography, History, Philosophy, or Sociology)

Graduates seeking employment will use their coursework and field experience to seek occupations such as program administrators, managers and analysts in social service agencies, local non-profit organizations, community groups and various levels of government. Learning outcomes prepare students

for work as consultants, social policy researchers, and advocates for youth, women, families, minorities and cultural diversity.

A limited number of ABA-SDR graduates will be eligible annually for direct admission to the Master of Social Work Foundational Two-Year Track graduate studies program at the University of British Columbia, Okanagan campus. Each academic year UBCO will allocate space in the two-year M.S.W. Program to admit a maximum of 15 students who satisfy the eligibility requirements of (i) successful completion of the ABA-SDR degree within the academic year preceding entry to the M.S.W. Program, (ii) a minimum grade average of 76% in the upper level (300, 400 level) courses counting toward the ABA-SDR degree, (iii) a minimum Graduating Grade Average of 60%, and (iv) a minimum grade average of 55% in each course counting toward the ABA-SDR degree. Decisions regarding individual admission of an eligible OC student to the M.S.W. Program will be made by UBCO, but as an affirmative action commitment a number of seats (5) are held for eligible OC students who are members of an aboriginal group and identify as a First Nation, Metis, Inuit or indigenous person. Students not meeting these eligibility requirements for direct admission may otherwise apply in open competition to the UBC Okanagan program.

Admission requirements:

REGULAR APPLICANTS

Regular applicants have BC high school graduation (or equivalent) completed or are currently enrolled in Grade 12.

ACADEMIC REQUIREMENTS

BC high school graduation (or equivalent), including satisfaction of the English entrance and Mathematics entrance requirements. The English entrance requirement is completion of English 12 with a minimum grade of 70%. Equivalent English 12 alternatives can be accessed at the following link: <http://webapps-5.okanagan.bc.ca/ok/Calendar/English12with60>. Applicants who have passed English 12 with a minimum grade of less than 70% may be admitted if they take Okanagan College Adult Basic Education English 012 concurrent to other courses in their first semester in the degree program.

The Mathematics entrance requirement is a minimum of 50% in any of Pre-calculus Grade 12, Principles of Mathematics 12, or Adult Basic Education MATH 012. Students without this Mathematics entrance requirements may be granted conditional admission if they satisfy the entrance requirement with OC MATH 012 in their first year in the degree program. Conditional admission students will be unable to register for any course where MATH 012 is a prerequisite until such time as the Mathematics entrance requirement is satisfied.

MATURE APPLICANTS

Applicants shall be eligible for consideration for admission under the mature applicant category if they are at least 21 years old and have been out of full-time high school study for at least three years. The English and Mathematics entrance requirements for students admitted as mature applicants must be satisfied with successful completion of ENGL 012 concurrent to other courses in their first semester in the degree program, and successful completion of MATH 012 in the first year of study at Okanagan College. Students must satisfy these English and Math requirements to retain standing in the degree program. All students must complete the English and Mathematics requirements in their first year of study in the Baccalaureate of Applied Studies if they are admitted (conditional admission) without these admissions requirements.

Graduation requirements:

To receive a Applied Bachelor of Arts a student must earn at least 120 credits as prescribed in the degree program outline. A minimum Cumulative Grade Average of 60% is required to be eligible for graduation with the ABA degree, and only course grades of 55% or greater will contribute to the credits necessary for graduation.

Residency requirements:

Students who transfer to Okanagan College may be eligible for a maximum of 75 transfer credits toward the Applied Bachelor of Arts at Okanagan College while meeting all graduation requirements for the degree program. Students must complete a minimum of 33 credits at the 300- or 400-level at Okanagan College to receive an OC Applied Bachelor of Arts. Courses granted transfer credit must have been completed within 10 years of the student's commencement in the ABA degree program. Students with a

baccalaureate level credential recognized by Okanagan College may receive up to 60 credits toward the applied degree and are not subject to the within 10 years transfer rule.

Courses being added:

FIRST NATIONS LANGUAGES FNIL 110-3-3: INDIGENOUS REGIONAL LANGUAGES I
FIRST NATIONS LANGUAGES FNIL 120-3-3: INDIGENOUS REGIONAL LANGUAGES II
INTERDISCIPLINARY STUDIES IDST 200-3-3: PSYCHOSOCIAL/CULTURAL CHALLENGES ACROSS THE LIFESPAN
SOCIAL WORK SOCW 309-3-3: INTERVIEW AND ASSESSMENT SKILLS
SOCIAL WORK SOCW 320-3-3: CASE MANAGEMENT AND TRANSITION TO PRACTICUM
SOCIAL WORK SOCW 321-3-3: SOCIAL POLICIES: PROTECTION AND WELFARE OF THE CHILD AND FAMILY
SOCIAL WORK SOCW 410-3-3: INDIVIDUAL AND ENVIRONMENTAL INTERVENTION
INTERDISCIPLINARY STUDIES IDST 400-3-3: PROFESSIONAL CODES OF ETHICS
PHILOSOPHY PHIL 411-3-3: PROFESSIONAL ETHICS
PSYCHOLOGY PSYC 348-3-3: EVIDENCE-BASED PRACTICE: THERAPIES
PSYCHOLOGY PSYC 365-3-3: QUALITATIVE METHODS & ANALYSIS
PSYCHOLOGY PSYC 470-3-3: PROGRAM EVALUATION
APPLIED STUDIES PRACTICUM ARTS 498-9-36: PRACTICUM OR FIELD PLACEMENT
APPLIED STUDIES CAPSTONE PROJECT ARTS 499-6-4: CAPSTONE PROJECT

Program outline:

YEAR ONE COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology: ANTH 111-3-3: Biological Anthropology; ANTH 121-3-3: Cultural Anthropology.
6 credits of English or Communications from the following: ENGL 100-3-3: University Writing; ENGL 153-3-3 Critical Writing and Reading: Narrative; CMNS 112-3-3 Professional Writing I; CMNS 122-3-3 Professional Writing II.
6 credits of Philosophy: PHIL 114-3-3 Introduction to Logic and Critical Thinking I; PHIL 124-3-3 Introduction to Logic and Critical Thinking II.
6 credits of Psychology: PSYC 111-3-3 Introduction to Psychology - Basic Processes; PSYC 121-3-3 Introduction to Psychology - Personal Functioning.
6 credits of Science Electives: any science courses from Biology, Computer Science, Earth & Environmental Sciences, Mathematics.

YEAR TWO COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology: ANTH 212-3-3 Native People, BC Coast; ANTH 222-3-3 Native People, BC Interior.
6 credits of Indigenous Studies: INDG 201-3-3 Okanagan Indigenous Peoples' History; INDG 202-3-3 Okanagan Concepts and Frameworks.
6 credits of Psychology: PSYC 260-3-4 Research Methods; PSYC 270-3-3 Statistics and Data Analysis.
6 credits of Social Work (SOCW 200A-3-3 Introduction to Social Work Practice; SOCW 200B-3-3 Introduction to Social Welfare in Canada.
3 credits of Gender, Sexuality and Women's Studies (GSWS 100-3-3 Introduction to Gender, Sexuality and Women's Studies.
3 credits of Electives (any 3 credits from IDST 200-3-3 Psychosocial/Cultural Challenges across the Lifespan; PSYC 220-3-3 Lifespan Development; PSYC 242-3-3 Abnormal Psychology; PSYC 252-3-3 Social Psychology.

YEAR THREE COURSE REQUIREMENTS (30 credits)

9 credits of Social Work: SOCW 309-3-3 Interview & Assessment Skills; SOCW 320-3-3 Case Management and Transition to Practicum; SOCW 321-3-3 Social Policies: Protection and Welfare of the Child and Family.
3 credits of Sociology: SOCI 203-3-3 Canadian Social Issues
6 credits of First Nations/Indigenous Language: FNIL 110-3-3 Indigenous Regional Languages I; FNIL 120 3-3 Indigenous Regional Languages II.
9 credits of Psychology: PSYC 365-3-3 Qualitative Methods & Analysis and PSYC 348-3-3 Evidence Based Practice, Therapies; and one of PSYC 242-3-3 Abnormal Psychology or PSYC 341-3-3 Theory of Personality

3 credits of Professional Ethics: PHIL 411-3-3 Professional Ethics or IDST 400-3-3 Professional Codes of Ethics.

YEAR FOUR COURSE REQUIREMENTS (30 credits)

- 9 credits of Practicum Placement: PRAC 498-9-36 Practicum or Field Placement.
- 6 credits of Capstone Project: CAPS 499-6-4 Capstone Project.
- 3 credits of Program Evaluation: PSYC 470-3-3 Program Evaluation.
- 3 credits of Social Work: SOCW 410-3-3 Individual and Environmental Intervention.
- 9 credits of upper-level electives (300 or 400-level courses in Communications, Computer Science, Economics, English, Geography, History, Philosophy, or Sociology).

Generic requirements:

Consistent with the Arts applied degree framework:

- 6 credits of English or Communications;
- 30 credits Indigenous focus (6 credits of First Nations' Languages plus 24 credits of Indigenous Studies / Anthropology - Native Peoples);
- 12 credits of post-introductory applied research skills (200-level Statistics & Data Analysis, 200-level Research Methods, 300-level Qualitative Methods & Analysis, 400-level Program Evaluation);
- 9 credits of Logic, Critical Thinking, Professional Ethics (in this Social Work focus from Philosophy or Interdisciplinary Studies) plus 6 credits of Science electives (from Biology, Computer Science, Earth & Environmental Sciences, Mathematics);
- 48 credits of Social Science (in this Social Work focus, Anthropology; Psychology; Gender, Sexuality & Women's Studies; Indigenous Studies; Social Work; Sociology);
- 33 credits of Disciplinary focus (in this Social Work focus, Social Work) including 15 credits from Practicum/Project;
- 48 credits of upper-level coursework, including a minimum of 9 credits of upper-level electives.

Program table:

Applied Bachelor of Arts: Social Development and Research “ABA-SDR”

Course Table

YEAR ONE: FALL SEMESTER	YEAR ONE: WINTER SEMESTER
ANTH 111: Intro to Biological Anthropology	ANTH 121: Intro to Cultural Anthropology
CMNS 112: Professional Writing I <i>or</i>	CMNS 122: Professional Writing II <i>or</i>
ENGL 100: University Writing <i>or</i>	ENGL 100: University Writing <i>or</i>
ENGL 153: Critical Writing and Reading: Narrative	ENGL 153: Critical Writing and Reading: Narrative
PHIL 114: Intro to Logic and Critical Thinking I	PHIL 124: Intro to Logic and Critical Thinking II
PSYC 111: Intro to Psyc-Basic Processes	PSYC 121: Intro to Psyc-Personal Functioning
3 credits Science	3 credits Science
YEAR TWO: FALL SEMESTER	YEAR TWO: WINTER SEMESTER
ANTH 212: Indigenous Peoples of the BC Coast	ANTH 222: Indigenous Peoples of the BC Interior
INDG 201: Okanagan Indigenous Peoples' History	INDG 202: Okanagan Concepts and Frameworks
SOCW 200A: Intro to Social Work Practice	SOCW 200B: Intro to Social Welfare in Canada
PSYC 260: Research Methods and Design	PSYC 270: Statistics and Data Analysis
GSWS 100: Intro to Gender, Sexuality & Women's Studies <i>or one of</i>	GSWS 100: Intro to Gender, Sexuality & Women's Studies <i>or one of</i>
IDST 200: Psychosocial/Cultural Challenges Across the Lifespan <i>or</i>	IDST 200: Psychosocial/Cultural Challenges Across the Lifespan <i>or</i>

PSYC 220: Lifespan Development <i>or</i> PSYC 242-3-3 Abnormal Psychology <i>or</i> PSYC 252: Social Psychology	PSYC 220: Lifespan Development <i>or</i> PSYC 242-3-3 Abnormal Psychology <i>or</i> PSYC 252: Social Psychology
YEAR THREE: FALL SEMESTER	YEAR THREE: WINTER SEMESTER
FNIL 110: Indigenous Regional Languages I	FNIL 120: Indigenous Regional Languages II
PHIL 411: Professional Ethics <i>or</i> IDST 400: Professional Codes of Ethics	PSYC 365: Qualitative Methods & Analysis
SOCI 203: Canadian Social Issues	SOCW 309: Interview & Assessment Skills
SOCW 321: Social Policies: Protection and Welfare of the Child and Family	SOCW 320: Case Management and Transition to Practicum
PSYC 348: Evidence-Based Practice, Therapies	PSYC 242: Abnormal Psychology <i>or</i> PSYC 341: Theory of Personality
YEAR FOUR: FALL SEMESTER	YEAR FOUR: WINTER SEMESTER
ARTS 498: Practicum or Field Placement	ARTS 498: Practicum or Field Placement
ARTS 499: Capstone Project	ARTS 499: Capstone Project
SOCW 410: Individual and Environmental Intervention	Upper-level elective
PSYC 470: Program Evaluation	Upper-level elective
Upper-level elective	

Implementation date: September 2019

Costs:

Introduction	2,000.
Staffing	515,600.

Motion: That Education Council approved the Memorandum of Understanding Regarding Admission between the University of British Columbia and Okanagan College as presented.



MEMORANDUM OF UNDERSTANDING REGARDING ADMISSION

BETWEEN
THE UNIVERSITY OF BRITISH COLUMBIA,
KELOWNA, BC
AND
OKANAGAN COLLEGE
KELOWNA, BC

This Admission Agreement (the "Agreement") is entered into between The University of British Columbia on behalf of its Faculty of Health and Social Development at its Okanagan campus ("UBCO") and Okanagan College on behalf of its Arts and Foundational Programs ("OC").

Each party an "Institution" and both parties "the Institutions".

1. Objective of this Agreement

- a. The Institutions desire to collaborate in the development of OC's "Applied Bachelor of Arts: Social Development and Research" ("ABA-SDR"). The purpose of this Agreement is to provide a pathway for qualified students who earn the ABA-SDR degree at OC to receive direct admission to the Master of Social Work Foundational Two-Year Track graduate studies program at UBCO (the "M.S.W. Program").

2. Conditions Precedent of this Agreement

- a. The Institutions agree that the term of this Agreement shall commence on September 1, being the start of the academic year, following satisfaction of all conditions precedent (the "Effective Date"). The Institutions agree that the conditions precedent are:
 - i. Approval by the appropriate academic and administrative bodies at each Institution. The academic governing bodies at UBCO are its Senate and Council of Senates; the administrative governing body at UBCO is its Board of Governors. The academic governing body at OC is the Education Council; the administrative governing body at OC is its Board of Governors; and
 - ii. Approval of the ABA-SDR program by the quality assessment review process established by the Ministry of Advanced Education, British Columbia.

3. OC Qualifications Required for Direct Admission to the M.S.W. Program

- a. To be eligible for direct admission to the first year of the M.S.W. Program, OC students must successfully meet the following academic requirements:

- i. Successful completion of the ABA-SDR program within the academic year immediately preceding entry to the M.S.W. Program under this Agreement;
 - ii. A minimum grade average of 76% in the upper level (300,400 level) courses counting toward the ABA-SDR degree;
 - iii. A minimum Graduating Grade Average of 60%. “**Graduating Grade Average**” means the weighted average of grades for those courses, as specified in OC regulations, taken at OC which are used to satisfy the graduation requirements for a degree conferred by OC; and
 - iv. A minimum grade average of 55% in each course counting toward the ABA-SDR degree.
- b. OC agrees and acknowledges that the minimum requirements for OC students to be eligible for admission to the M.S.W. Program are commensurate with the general M.S.W. Program admission requirements for all students established by UBCO’s College of Graduate Studies, its Faculty of Health and Social Development, its School of Social Work and its Senate and Council of Senates. In the event that UBCO modifies its general admission requirements for entrance to the M.S.W. Program for all students, then UBCO will provide written notice to OC, and this Section 3 will be amended by the Institutions. Any amendments to this Section 3 will be made effective in the academic year commencing on or about September 1 following the amendments.

4. Application Process

- a. Each year, prior to January 15, OC will submit to UBCO the following:
 - i. A list of applicants who are expected to satisfy the eligibility requirements as set out in Section 3 of this Agreement; and
 - ii. Application materials for each applicant including: each applicant’s official transcript and signed application.

5. Number of Eligible OC Students to be Directly Admitted to the M.S.W. Program

- a. Each academic year during the term of this Agreement, UBCO will allocate space in the M.S.W. Program to admit a maximum of 15 OC students who satisfy the eligibility requirements set out in Section 3 of this Agreement. UBCO will allocate the 15 spaces available in the M.S.W. Program for qualified OC students on the following basis:
 - i. 5 spaces in the M.S.W. Program will be allocated by UBCO to admit eligible OC students who are members of an aboriginal group and identify as a First Nation, Metis, Inuit or indigenous person; and
 - ii. 10 spaces in the M.S.W. Program will be allocated by UBCO to admit eligible OC students who are not members of an aboriginal group and do not identify as a First Nation, Metis, Inuit or indigenous person.
- b. The Institutions agree that decisions regarding the individual admission of an eligible OC student to the M.S.W. Program will be made by UBCO. Nomination of eligible OC students in accordance

with the application process set out in Section 4 of this Agreement does not constitute a guarantee of each individual's admission to the M.S.W. Program, specifically in circumstances where:

- i. the total number of OC student applicants exceeds 15, or the total number of OC applicants for the categories set out in paragraph 5(a)(i) and/or 5(a)(ii) exceeds 5 and 10 respectively; and/or
- ii. an individual OC applicant does not, in fact, meet the eligibility requirements set out in Section 3 of this Agreement.

6. Additional Obligations

a. OC will:

- i. Deliver the ABA-SDR degree as outlined in the OC Program Curriculum Overview for Students as attached in **Appendix A**;
- ii. Work with UBCO to ensure adequate field placement or practicum placement experiences for all OC students in the ABA-SDR degree program;
- iii. On an annual basis, provide UBCO with updated information about the ABA-SDR degree program;
- iv. Provide reasonable notice to UBCO about any changes to the delivery of the ABA-SDR program that are anticipated or approved by OC; and
- v. Provide opportunities for representatives of UBCO to visit appropriate forums at OC to disseminate information about the M.S.W Program and the relationship between UBCO and OC under this Agreement.

b. UBCO will:

- i. Work with OC in the development of a ABA-SDR degree program;
- ii. Offer non-financial support to OC to assist with OC's submission to the quality assessment review of the ABA-SDR by the Ministry of Advanced Education;
- iii. Provide OC with updated information about the M.S.W. Program on an annual basis;
- iv. Provide reasonable notice to OC about any changes to the M.S.W. Program requirements that are anticipated or approved by UBCO;
- v. Make information about this Agreement and the ABA-SDR degree available to UBCO students; and
- vi. Provide opportunities for representatives of OC to visit appropriate forums at UBCO to disseminate information about the ABA-SDR program and the relationship between UBCO and OC under this Agreement.

7. Implementation and Review

- a. Implementation of this Agreement will be through the Registrar's Office at each Institution, in consultation with the academic and administrative units responsible for the delivery of the ABA-SDR program and the M.S.W. Program.
- b. The Institutions will cooperate to make OC students or potential OC students aware of this Agreement and the terms and conditions under which eligible OC students may apply to the M.S.W. Program.
- c. The Dean, College of Graduate Studies, UBCO, and the Dean, Faculty of Health and Social Development, UBCO, as well as the Dean, Arts and Foundational Programs at OC will conduct periodic reviews of this Agreement, such reviews to occur not less than twice during the term of this Agreement.

8. Term and Termination of Agreement:

- a. The term of this Agreement shall commence on the Effective Date and will continue for a period of ten years (the "**Term**").
- b. Either Institution may terminate this Agreement upon twelve months written notice to the other Institution. Such termination shall take effect the following academic year. If an Institution terminates this Agreement, then that Institution will provide written reasons to the other Institution, identifying the issues or matters forming the basis for termination, and the Institutions will attempt to resolve the issues and/or negotiate a new agreement in good faith.
- c. The Institutions agree and acknowledge that termination or expiration of this Agreement may adversely affect OC students registered in Year 3 or Year 4 of the ABA-SDR degree program at the time of termination or expiration (the "**Upper Level OC Students**"). In the event of termination or expiration of this Agreement:
 - i. OC will enable the Upper Level OC Students to pursue coursework toward completion of the ABA-SDR degree program while the Upper Level OC Students are enrolled in the ABA-SDR program. Enrollment in the ABA-SDR program means that the Upper Level OC Students have not graduated from; withdrawn from; transferred from; been academically dismissed from; or otherwise removed from the ABA-SDR program; and
 - ii. UBCO will admit the Upper Level OC Students to the M.S.W. Program in accordance with Section 4 and Section 5 of this Agreement.

9. Renewal of Agreement:

- a. Notwithstanding Section 8 of this Agreement, the Institutions agree that the Agreement will be reviewed by the Institutions and the Term may be extended by mutual written consent. If one Institution does not wish to extend this Agreement, then that Institution will provide written reasons to the other Institution, identifying the issues or matters forming the basis for withholding consent to the extension, and the Institutions will attempt to resolve the issues and/or negotiate a new agreement in good faith.

10. Confidentiality

- a. In this Agreement, “**Confidential Information**” means any information provided by one Institution (the “**Disclosing Institution**”) to the other Institution (the “**Receiving Institution**”), whether written or otherwise. In order to designate Confidential Information for the purpose of this Agreement, the Disclosing Institution must clearly identify such information in writing as being confidential, or if the disclosure is verbal, then the Disclosing Institution must summarize the information in writing and identify the information as being confidential within ten (10) days of disclosure.
- b. Notwithstanding paragraph 10(a), the Institutions agree that the following information is Confidential Information:
 - i. Personal information about an identifiable individual, including but not limited to student or employee names, addresses, identification numbers, passwords, evaluation tools, educational history, personal characteristics, and financial situations;
 - ii. Proprietary information; and
 - iii. Financial information.
- c. The Institutions will keep and use all Confidential Information in confidence solely for the purpose set forth in this Agreement and will not disclose any part of Confidential Information to any person, firm, corporation, or other entity other than each Institution’s auditors, or legal, financial, public relations or other advisors.
- d. The Institutions agree that obligations in respect of Confidential Information set out in paragraph 10(c) will not apply to information that:
 - i. is already known to the Receiving Party;
 - ii. is or becomes part of the public domain without breach of this Agreement;
 - iii. is independently developed by the Receiving Party;
 - iv. is obtained from third parties which have no obligation of confidentiality to either of the Institutions; and
 - v. is required to be disclosed by law, but only to the extent so required.

11. Trademarks

- a. The Institutions agree that neither Institution will use the other Institution’s name, logos or other trademarks without first obtaining the prior written approval of the Institution for each specific usage. Each Institution has the right to specify the form and manner in which its name, logos, or trademarks are used by the other Institution. Should an Institution request in writing that the other Institution cease using its name, logos or trademarks in a particular manner, then the Institution using such name, logos or trademarks will cease such use immediately.

12. Marketing Materials

- a. The Institutions agree that all publications, presentations, news releases or any other promotional or public affairs materials produced in relation to the subject matter of this Agreement will be approved in advance by both Institutions.

13. Notice

- a. Any notices, requests, demands, consents or other formal communications between the Institutions required to be given by either Institution to the other is sufficiently given if delivered by hand, by courier, or by facsimile to the address set out below. Such notice is deemed to have been given on the day of delivery.

To UBCO:

Dean, Faculty of Health and Social Development
3333 University Way
Kelowna, British Columbia, V1V 1V7
Fax: 250-807-9865

or to such other address as UBCO may designate by written notice.

To OC:

Dean, Arts and Foundational Programs
1000 K.L.O. Road
Kelowna, British Columbia, V1Y 4X8
Fax: 250-862-5632

or to such other address as OC may designate by written notice.

14. General:

- a. **Fees and Costs.** The Institutions agree that there will be no exchange of money between the Institutions under this Agreement.
- b. **Entire agreement.** This Agreement is the entire agreement between these Institutions and no amendment of this Agreement will be valid unless such amendment is in writing and signed by both Institutions.
- c. **Assignment.** No Institution will assign its rights and/or obligations under this Agreement without the prior written consent of the other Institution.

- d. **Relationship of the Parties.** Nothing in this Agreement will be considered to constitute a joint venture, partnership, or employment relationship between the Institutions.
- e. **Severability.** If a provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, such provision will be severed, and all other provisions will remain in full force provided that the original intent of this Agreement is preserved in all material respects.
- f. **Waiver.** No waiver will be inferred or implied by anything done or omitted by the Institutions save only an express waiver in writing.
- g. **Governing Law.** This Agreement will be governed by and construed under the laws of British Columbia and the applicable laws of Canada without reference to its conflict of law rules. Any action or proceeding brought to enforce the terms of this Agreement will be brought in a court in Kelowna, British Columbia, and the Institutions hereby consent and submit to the exclusive jurisdiction of such court.
- h. **Enuring Effect.** This Agreement will be binding upon and will enure to the benefit of the Institutions and each of their respective successors and permitted assigns.
- i. **Headings.** The headings appearing in this Agreement are inserted for ease of reference only and have no effect on the construction or interpretation of this Agreement.
- j. **Time.** Time is of the essence of this Agreement.
- k. **Survival.** The provisions of Sections 10 [Confidentiality], 11 [Trademarks], and 12 [Marketing Materials] shall survive the termination of this Agreement.
- l. **Counterparts.** This Agreement may be executed in separate counterparts, each of which when so executed and delivered will be deemed to constitute an original, but all of which together will constitute one and the same document.

IN WITNESS WHEREOF, the Institutions have executed this Agreement.

On behalf of Okanagan College:

James Hamilton, President Date

[Name], [Title] Date

On behalf of The University of British Columbia, Okanagan:

Deborah Buszard, Deputy Vice-Chancellor and Principal Date

[Name] [Title] Date

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APPENDIX A
OKANAGAN COLLEGE PROGRAM CURRICULUM OVERVIEW
APPLIED BACHELOR OF ARTS: SOCIAL DEVELOPMENT AND RESEARCH

YEAR ONE COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology (ANTH 111- Biological Anthropology; ANTH 121 - Cultural Anthropology)
6 credits of English or Communications (ENGL 100 - University Writing; ENGL 153 - Critical Writing and Reading: Narrative; CMNS 112 - Professional Writing I; CMNS 122 - Professional Writing II)
6 credits of Philosophy (PHIL 114 - Introduction to Logic and Critical Thinking I; PHIL 124 - Introduction to Logic and Critical Thinking II)
6 credits of Psychology (PSYC 111 - Introduction to Psychology - Basic Processes; PSYC 121 - Introduction to Psychology - Personal Functioning)
6 credits of Science Electives (from Biology, Computer Science, Earth & Environmental Sciences, Mathematics)

YEAR TWO COURSE REQUIREMENTS (30 credits)

6 credits of Anthropology (ANTH 212-3-3 Native People, BC Coast; ANTH 222-3-3 Native People, BC Interior)
6 credits of Indigenous Studies (INDG 201-3-3 Okanagan Indigenous Peoples' History; INDG 202-3-3 Okanagan Concepts and Frameworks)
6 credits of Psychology (PSYC 260-3-4 Research Methods; PSYC 270-3-3 Statistics and Data Analysis)
6 credits of Social Work (SOCW 200A-3-3 Introduction to Social Work Practice; SOCW 200B-3-3 Introduction to Social Welfare in Canada)
3 credits of Gender, Sexuality and Women's Studies (GSWS 100-3-3 Introduction to Gender, Sexuality and Women's Studies)
3 credits of Electives (from IDST 200-3-3 Psychosocial/Cultural Challenges across the Lifespan; PSYC 220-3-3 Lifespan Development; PSYC 242-3-3 Abnormal Psychology; PSYC 252-3-3 Social Psychology)

YEAR THREE COURSE REQUIREMENTS (30 credits)

9 credits of Social Work (SOCW 309-3-3 Interview & Assessment Skills; SOCW 320-3-3 Case Management and Transition to Practicum; SOCW 321-3-3 Social Policies: Protection and Welfare of the Child and Family)
6 credits of Sociology (SOCI 203-3-3 Canadian Social Issues; SOCI 300-3-3 Qualitative Methods & Analysis)
6 credits of First Nations/Indigenous Language (FNIL 110-3-3 Indigenous Regional Languages I; FNIL 120-3-3 Indigenous Regional Languages II)
6 credits of Psychology (PSYC 320-3-3 Evidence Based Practice: Therapies; and one of PSYC 242-3-3 Abnormal Psychology or PSYC 341-3-3 Theory of Personality)
3 credits of Professional Ethics (PHIL 411-3-3 Professional Ethics; or IDST 400-3-3 Professional Codes of Ethics)

YEAR FOUR COURSE REQUIREMENTS (30 credits)

9 credits of Co-op or Practicum Placement (ARTS 498-9-36 Practicum or Field Placement)
6 credits of Capstone Project (ARTS 499-6-4 Capstone Project)
3 credits of Program Evaluation (PSYC 470-3-3 Program Evaluation)
3 credits of Social Work (SOCW 410-3-3 Individual and Environmental Intervention)
9 credits of upper-level electives (300 or 400-level courses in Communications, Computer Science, Economics, English, Geography, History, Philosophy, or Sociology)

Appendix 5.4 Nominees to Standing Committees

Appendix 5.5 Standing Committee Reports

Appendix 5.6

In camera session

(information distributed under separate cover)

Appendix 6.0 Reports