

**Okanagan College Education Council Agenda  
Meeting of Thursday, September 14, 2023 4:00pm  
S 103B – Student Services Boardroom – Kelowna Campus  
Motions for Education Council Meeting**

**Appendix 2**

Motion: “That Education Council adopts the agenda for the September 14, 2023 meeting as presented.”

**Appendix 3.1**

**Approval of the minutes from the June 1, 2023 Education Council meeting**

Motion: “That Education Council approves the minutes from the June 1, 2023 meeting as presented.”

**Appendix 5.1**

**Curriculum Recommended by the CPRC – T/A**

5.1 a. Motion: “That Education Council approves the program revision: Pastry Arts Certificate as recommended by the CPRC – T/A”

**Proposal Rationale**

To bring the Admission Requirements for the Pastry Arts program in line with Culinary Arts, as well as the vast majority of post secondary institutes in British Columbia, we would require students to submit a valid FOODSAFE Level 1 certificate.

There was a spelling correction added in the Calendar description - "Emphasising" was corrected to "Emphasizing"

Under Admission requirements, The Math requirement was updated to reflect current prerequisites.

5.1 b. Motion: “That Education Council approves the new course: Foundational Skills for Residential Insulators as recommended by the CPRC – T/A”

**Proposal Rationale**

During extensive consultation with employers, subject matter experts, industry stakeholders and suppliers, foundational skills were highlighted as a key component for this micro-credential. This course includes a variety of soft skills that are essential to productive employees. Based on previous workforce development projects, employer feedback highlighted their appreciation for the inclusion of soft skills and essential skills to ensure learners were well-rounded potential employees.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 c. Motion: “That Education Council approves the new course: Health and Safety in insulation Work as recommended by the CPRC – T/A”

**Proposal Rationale**

Safety is critical in all realms of trades related work but it is crucial for residential insulators to have a safety first mindset. During consultation, industry stakeholders and employers identified a number of safety components that would be required in this micro-credential. Safety is emphasized throughout the whole micro-credential as well, but this course will provide a strong safety mindset for learners.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 d. Motion: “That Education Council approves the new course: Building Science Fundamentals and the Building Envelope as recommended by the CPRC – T/A”

### **Proposal Rationale**

Changes in the industry including targeted building envelop improvements, higher performing products and new approaches make it important to have the knowledge of building science and building codes. This content was deemed important to include in this micro-credential by employers and industry subject matter experts. The movement to insulation being a more technical job facilitates the need to include building science and building envelope information. Consultation with employers, industry stakeholders and subject matter experts facilitated the inclusion of the building science and building envelope topics. Insulators need to have a fundamental understanding of these topic areas to be effective installers. Installation is moving to be a very technical occupation and this course supports the knowledge needed to enhance the employability of graduates.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 e. Motion: “That Education Council approves the new course: Application of Insulation in Residential / Multi-Family Construction as recommended by the CPRC – T/A”

### **Proposal Rationale**

Proper insulation product knowledge and application techniques contribute to quality installation. Employers want to ensure their employees fully understand the components, the rationale and application for the major insulation products in the industry. In addition, providing the base knowledge of estimating and cost analysis helps employees in this industry understand the importance of quality and efficiency for projects. Consultation contributed to the topics included in this core course.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 f. Motion: “That Education Council approves the new course: Specialty Products in Residential and Multi-Family Construction as recommended by the CPRC – T/A”

### **Proposal Rationale**

The insulation industry products evolve and include a variety of speciality products for a variety of uses. This course will provide knowledge and experience with specialty products used for a myriad of uses that are covered. This course provides a foundation in specialty products that make learners more employable as they have a wider variety of product knowledge. Consultation supported the inclusion of this content for the micro-credential.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 g. Motion: “That Education Council approves the new course: Spray Foam Application as recommended by the CPRC – T/A”

### **Proposal Rationale**

Spray foam application is used in a myriad of insulation applications. Many times spray foam and other types of insulation are used together. Including spray foam application as a course in this micro-credential will enhance the employability of the learner but also provide industry employers with a more well-rounded employee.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 h. Motion: “That Education Council approves the new course: Insulation Workshops as recommended by the CPRC – T/A”

### **Proposal Rationale**

There is a variety of other content that would benefit learners in this micro-credential and this workshop course allows inclusion of additional content that doesn't necessarily fit under other courses. Providing workshops that will be current and relevant, learners will gain additional knowledge to augment their knowledge.

Internally Trades and Apprenticeship has been consulted and is support of this new program and its related courses. All consultation information is in the overall program proposal.

5.1 i. Motion: “That Education Council approves the new program: Residential Insulation Technician as recommended by the CPRC – T/A”

### **Proposal Rationale**

In 2017, Okanagan College was approached by Community Futures North Okanagan regarding local insulation employers who were having difficulty finding qualified and trained employees. CFNO connected Continuing Studies with local employers in the North Okanagan and CS developed a package of courses to train individuals with little or no experience to become qualified residential insulators. This workforce development opportunity ended up with three successful Project Based Labour Market Training Programs funded through the Ministry of Social Development and Poverty Reduction. As a result, Okanagan College became recognized regionally, provincially and even nationally for its Residential Insulation Training. Employers from across the country and Pacific Northwest USA contacted Continuing Studies looking for students of RIT. These projects were offered through a Continuing Studies and Trades & Apprenticeship collaboration and each cohort had solid success including 90-100% employment rates.

Since 2017, it was identified that there is no formal program anywhere in Canada or the Pacific Northwest to prepare people for careers in residential insulation installation. There is a Heat and Frost formal trade and while there are transferable skills, this trade is very different from residential insulation installation.

Changing building codes, commitment to net-zero building and new insulation requirements have

created renewed growth in the insulation industry, not only for new builds but also for renovations and retrofits. However, many contractors are unable to take advantage of these opportunities due to a severe lack of qualified staff. There is also a movement in the industry to improve insulation contractor installation practices in general. OC's Residential Insulation Training is recognized by industry leaders as the highest level of education in Canada to train quality installers and CS continues to receive regular requests from employers across the country for participants who have completed this training. This micro-credential provides the requisite training that aligns with the industry direction. Included the Home Performance Stakeholders Council's insulation roadmap that clearly identifies the need for this type of micro-credential. The Home Performance Stakeholders Council is a non-profit organization that works with BC's home improvement industry sectors to help grow the home performance industry into a sustainable and profitable market segment in the province. The HPSC has and continues to demonstrate support for all of OC's workforce development proposals as well as the proposal to develop an RIT micro-credential. HSPC includes an insulation sector council comprised of contractors, trades associations, industry experts and advisors from throughout the province.

Fast forward to November 2022 where Okanagan College submitted an application to the Canadian Colleges for Resilient Recovery to develop a Residential Insulation Technician Micro-Credential. OC just signed the contract to design and deliver a pilot of the RIT micro-credential by March 31, 2024.

#### Internal Consultation:

As mentioned, Continuing Studies and Trades and Apprenticeship collaborated on the original workforce development projects with great success. For this micro-credential, Continuing Studies has consulted with the Associate Dean of Trades and Apprenticeship to ensure support and continued collaboration. Trades and Apprenticeship has confirmed support for the development and collaborative delivery of this new industry credential. The library has also confirmed there are no implications to this new micro-credential (confirmation email attached).

#### External consultation and support for this micro-credential includes:

- Over 15 local employers willing and excited to hire grads from this program as well as put new employees through this training. Currently there are 84 jobs listed on Indeed with the majority of them "hiring multiple candidates" and 132 insulation jobs posted on the WorkBC provincial job search site.
- Nationally recognized insulation product companies providing support for this micro-credential.
- HSPC has provided valuable input into the design of this micro-credential and is excited to support the promotion of the micro-credential and ensure continued connection with employers throughout the province.
- Employment Service Providers – continued support looking to provide opportunities for their clients who are looking for training that leads to sustainable employment opportunities.

Letters of support for recent RIT proposals are included to support the external consultation. Essentially, CS has an advisory committee comprised of employers, HSPC, consultants, service providers and industry product companies who are extensively involved in the support and development of this micro-credential.

5.1.j. Motion: "That Education Council approves the new policy: Program Advisory Committee Policy as presented"

### **Rationale for Policy Change**

Moving from only having TOR to creating an appropriate Board policy for PACs.

5.1. k. Motion: "That Education Council approves the new policy: Program Advisory Committee Policy; Program Advisory Committee Terms of Reference as presented"

### **Rationale for Policy Change**

Program Advisory Committee Terms of Reference (TOR) has been revised to use the new format and updated to reflect best practices for PACs.

### **Appendix 5.2**

#### **Minor Edits to Prerequisites fixes by the Registrar's Office**

5.2 a. Motion: "That Education Council adopts a policy allowing the Registrar's Office, without Education Council approval but in consultation with the Council Chair, to edit course and program prerequisites where it has been determined that errors have been caused by faulty Quali system logic or data entry inaccuracies."

### **Appendix 7**

#### **In camera session**

Motion: "That Education Council moves in camera."

#### **Appendix 7.1**

Motion: "That Education Council approves the minutes of June 08, 2023 Education Council Special meeting as presented."

#### **Appendix 7.2**

Motion: "That Education Council approves the minutes of June 15, 2023 Education Council Special meeting as presented."

#### **Appendix 7.3**

Motion: "That Education Council approves the minutes of June 22, 2023 Education Council Special meeting as presented."

#### **Appendix 7.4**

Motion: "That Education Council approves the minutes of June 16, 2023 Operations Committee meeting as presented."

#### **Appendix 7.5**

Motion: "That Education Council approves the minutes of August 03, 2023 Operations Committee meeting as presented."

Motion: "That Education Council moves out of camera."