

**Okanagan College Education Council Agenda
Meeting of Thursday, May 2, 2024 4:00pm
S 103B- Student Services Boardroom - Kelowna campus & Zoom
Motions for Education Council Meeting**

Appendix 2

Motion: "That Education Council adopts the agenda for May 2, 2024 meeting as presented."

Appendix 3.1

3. Consent Agenda

- Motion: That Education Council approves the minutes of the April 4, 2024 meeting and thereby approves the consent agenda.
 - **April meeting minutes**
 - **Course Revision: COMP 011 Composition 011**
 - **Course Revision: MATH 011 Pre-Calculus 11**
 - **Course Revision: MATH 012 Pre-Calculus12**
 - **Course Revision: EDCP 012 Education and Career Planning**
 - **Course Revision: CMNS 101 Communication Fundamentals for Animation**
 - **Course Revision: CMNS 113 Technical Communication I for Information Technology**
 - **Course Revision: CMNS 135 Technical Communication I for Civil Engineering Technology**
 - **Course Revision: CMNS 136 Technical Communication I for Sustainable Building Technology**
 - **Course Revision: CMNS 137 Technical Communication I for Water Engineering Technology**
 - **Course Revision: CMNS 145 Technical Communication II for Civil Engineering Technology**
 - **Course Revision: CMNS 201 Career Communication and Strategy for Animation**

Proposal Rationale of the above proposals:

- Course Revision: COMP 011
Cleaning up pre-requisites to use correct language for the assessment tool. We are also fixing the contact hours per week to the correct hours of 5 hrs per week, not 80 hours. Also fixing the calendar description to match the outline being used in the classroom.
- Course Revision: MATH 011
To help with course clarity it was suggested that the Course Titles for MATH 011 be changed from Mathematics 11 to Pre-Calculus 11. This will allow students to easily identify the courses they require as admission requirements or prerequisites when exploring our course offerings on the Okanagan College website. Students often mistake our courses for the Foundations of Math courses that are offered in the highschool. Also added Foundations of Math 11 to the pre-requisites. and updated the calendar description to match the outline. Also fixed contact hours to the correct 7 hrs per week.
- Course Revision: MATH 012
To help with course clarity it was suggested that the Course Titles for MATH 012 be changed from Mathematics 12 to Pre-Calculus 12. This will allow students to easily identify the courses they require as admission requirements or prerequisites when exploring our course offerings on the Okanagan College website. Students often mistake our courses for the Foundations of Math courses that are offered in the highschool. Corrected contact hours from 0, to the actual hours of 6 hrs per week. and cleaned up calendar description to match the actual course outline. Also, just updated the name in the prerequisite section to match what is being changed with the Math 11 course.
- Course Revision: EDCP 012

changing the Math 70 corequisite to Math 60.
the weekly hours are being corrected as it is offered 5 hours per week, not 80 hrs.

- Course Revision: CMNS 101
We are standardizing the titles of our communication service courses to identify the program/discipline for which they are offered.
We are also updating the calendar description to reflect current practice, cleaning up the prereq language, and adding information missing in the previous Kuali form.
- Course Revision: CMNS 113
We are standardizing the titles of our technical communication service courses to identify the level of the course (I or II) and the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, cleaning up the prereq language, and adding information missing in the previous Kuali form.

NOTE: Two course outlines are attached; these represent the two pedagogical approaches to this course. Both are used regularly.

- Course Revision: CMNS 135
We are standardizing the titles of our technical communication service courses to identify the level of the course (I or II) and the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, and adding information missing in the previous Kuali form.

- Course Revision: CMNS 136
We are standardizing the titles of our technical communication service courses to identify the level of the course (I or II) and the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, cleaning up the prereq and coreq language, and adding information missing in the previous Kuali form.

- Course Revision: CMNS 137
We are standardizing the titles of our technical communication service courses to identify the level of the course (I or II) and the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, cleaning up the prereq language, and adding information missing in the previous Kuali form.

- Course Revision: CMNS 145
We are standardizing the titles of our technical communication service courses to identify the level of the course (I or II) and the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, cleaning up the prereq language, and adding information missing in the previous Kuali form.

- Course Revision: CMNS 201
We are standardizing the titles of our communication service courses to identify the program/discipline for which they are offered.

We are also updating the calendar description to reflect current practice, cleaning up the prereq language, and adding information missing in the previous Kuali form.

4. Business arising

4.1 Discussion of April 4 President's Report

4.2 Registration and Courses Policy

Motion: That Education Council approves the Registration and Courses Policy as recommended by CPRC-ARP as presented.

Proposal Rationale

The Registration and Courses Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy.

These changes include:

Developing Policy statement, purpose, scope and definitions

Rearranging concepts within sections

Added a section on Fee Payment

Added a section on course prerequisites

Added a section on Course Cancellation

Appendix 5

5. New business

5.1 Curriculum recommended by CPRC -AFP

a. New course: SOCI 234 Sociology of Technology

Motion: That Education Council approves the new course SOCI 234 Sociology of Technology as recommended by CPRC-AFP as presented.

Proposal Rationale

This course is an applied and experiential approach to understanding the social implications of technology. Given the increase in educational technology, it is important that students be able to critically engage with and understand the social implications of a technologically mediated world. By focusing on the affordances of technology as they relate to the construction of knowledge and self, this course provides students with hands-on, experiential learning opportunities. This course is useful for students interested in the computer sciences, for those in the Diploma in Communications, Culture and Journalism Studies, and for those who want a deeper understanding of the roles of technology in society.

This course offers students the opportunity to engage in, experience, and build with technology. It is designed to be only offered online for pedagogical reasons. Given that this course takes a constructionist approach to learning and teaching, it starts with the assumption that students can best understand the implications of technology by being immersed in it, in an online learning environment. This course uses and critiques a variety of technological platforms including, but not limited to, LMS platforms, ePortfolios, video, animation, and stop motion programs, and chat/discussion software.

5.2 Curriculum recommended by CPRC – ST

a. New course: ELEN178 Electricity and Magnetism

Motion: That Education Council approves the new course ELEN178 Electricity and Magnetism as recommended by CPRC-ST as presented.

Proposal Rationale

This course is required as a part of the changes being made to the bridge program from Electronic Engineering Technology at Okanagan College to Electrical Engineering at UBCO. Originally, and for the last 10 years, we have had a one semester bridge between the two programs. At UBCO's request we have moved to a two semester bridge program at Okanagan College, instead of a one semester bridge. One of the courses that we now need to provide at OC in order to bridge to UBCO, is this course. Without this course we cannot bridge from Electronic Engineering Technology at Okanagan College to Electrical Engineering at UBCO, at all. This course will be a post (Winter) semester short course, Monday to Friday, for two weeks, six hours per day.

b. Program revision: Okanagan College to UBC-Okanagan Electronics Engineering Bridge

Motion: That Education Council recommends the program revision Okanagan College to UBC-Okanagan Electronics Engineering Bridge as recommended by CPRC-ST as presented.

Proposal Rationale

The 4-month bridge from ELEN to UBCO that currently exists, will no longer be supported by UBCO starting this Fall, 2024. We have worked with UBCO to design an 8-month bridge to take its place, starting in Fall, 2024.

c. New course: MECH161 Fluid Power

Motion: That Education Council approves the new course MECH161 Fluid Power as recommended by CPRC-ST as presented.

Proposal Rationale

Adjusting order of Fluid Mechanics and Hydraulics courses to ensure the material better matches the math and analysis skills of the students.

d. New course: MECH261 Fluid Mechanics

Motion: That Education Council approves the new course MECH261 Fluid Mechanics as recommended by CPRC-ST as presented.

Proposal Rationale

Adjusting order of Fluid Mechanics and Hydraulics courses to ensure the material better matches the math and analysis skills of the students.

e. Program revision: Mechanical Engineering Technology Diploma

Motion: That Education Council recommends the program revision Mechanical Engineering Technology Diploma as recommended by CPRC-ST as presented.

Proposal Rationale

Adjusting the order of the Fluid Mechanics course and the Fluid Power course to better accommodate the student math and analytical skills.

5.3 Curriculum recommended by CPRC – BUS

a. Motion: That Education Council recommends the new program Spa Operations and Management Micro-credential and thereby approves the following courses:

- **New course: SPM100 Spa Management Fundamentals**
- **New course: SPM101 Spa Marketing and Retailing**
- **New course: SPM102 Portfolio and Promotions**
- **New course: SPM103 Introduction to Self-Employment**

Proposal Rationale of the above proposals:

- New course: SPM100
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: SPM101
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: SPM102
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: SPM103
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

5.4 Curriculum recommended by CPRC –HSD

a. Motion: That Education Council recommends the new program Nail Technician Micro-Credential Micro-credential and thereby approves the following courses:

- **New course: NTE 100 Nail Structure and Growth**
- **New course: NTE 101 Natural Nail Treatments - Manicures and Pedicures**
- **New course: NTE 102 Artificial Nails**
- **New course: NTE 103 Introduction to Nail Art**

Proposal Rationale of the above proposals:

- New course: NTE 100
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: NTE 101
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: NTE 102
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: NTE 103
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

b. Motion: That Education Council recommends the new program Esthetics and Spa Therapy Micro-credential and thereby approves the following courses:

- **New course: EST 100 Skin Care and Facials**
- **New course: EST 101 Eyelash and Eyebrow Treatments**
- **New course: EST 102 Make-up Foundations**
- **New course: EST 103 Hair Removal Techniques**
- **New course: EST 104 Introduction to Specialty Spa Treatments**
- **New course: EST 105 Introduction to Alternative Esthetic Treatments**

Proposal Rationale of the above proposals:

- New course: EST 100
During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the

curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: EST 101

During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: EST 102

During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: EST 103

During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: EST 104

During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

- New course: EST 105

During consultation and research, subject matter experts identified topics and skills that are critical for working within this field and are foundational to future learning. Internal consultation included OC's Learning and Applied Research Department staff which were instrumental in the mapping and development of this course. Both LAR and Continuing Studies performed industry research and this feedback informed the curriculum and course identities that will best support graduates of this program to develop their ability to meet the needs of this specialized training.

Consultation with numerous spa professionals and instructors informed the topics and learning outcomes. LAR support was provided for the course outline development.

5.5 Academic Policy recommended by ARP

a. Program Advisory Committee Policy

Motion: That Education Council recommends the Program Advisory Committee Policy as recommended by ARP.

b. Credential Policy

Motion: That Education Council recommends the Credential Policy as recommended by ARP.

Proposal Rationale

-Replace this policy with a new Credential Policy

-The Credential Policy is a new policy for the College and includes sections from Academic Requirements for Program Completion and Graduation policy. It includes:

A Credential Framework

Reference to Residency Requirement (moving residency requirements from Academic Requirements for Program Completion and Graduation to Programs in the Calendar)

Removal of dual credential requirements

Graduating Grade average from Academic Requirements for Program Completion and Graduation

Credential time limits

Creating the policy into the new framework