Board of Governors
Open Session Meeting Agenda

Tuesday, January 28, 2020
12:00-2:00pm
Room S103B, Kelowna Campus

		Related Pages	Time
We acknowledge that we are meeting on the unceded territory of the Syilx (Okanagan) people.			
1.	**APPROVAL OF AGENDA** <u>Recommended Motion</u>: "BE IT RESOLVED THAT the January 28, 2020 Okanagan College Board of Governors Open Session meeting agenda is approved".		íîWìì ‰u
2.	**DECLARATION OF CONFLICT**		
3.	**CONSENT AGENDA** <u>Recommended Motion</u>: "BE IT RESOLVED THAT the Consent Agenda be approved as presented".		íîWìï ‰u
	3.1 Previous Minutes – November 19, 2019	ðrõ	
	3.2 Written Reports 3.2.1 President's Report – Jim Hamilton 3.2.2 Education Council Report – Chris Hewitt	íìríí íîríî	
4.	**BUSINESS ARISING FROM THE MINUTES**		
5.	**PRESENTATIONS/DELEGATIONS** 5.1 Regional Dean Report – Phil Ashman 5.2 Okanagan College Student Union – Brianne Berchowitz 5.3 Budget 2020/2021 Presentation – Curtis Morcom	îîríó	íîWìñ ‰u íîWîñ ‰u íîWðñ ‰u
6.	**NEW BUSINESS/RESOLUTIONS** 6.1 Finance, Audit & Risk Review Committee Committee".	 îô	íWìñ ‰u íWíì ‰u

6.3   2020 Revised Meeting Schedule Gloria Morgan
<u>Recommended Motion</u>:

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Next regular Board meeting February 25 2020 (if required)

Board of Governors

ACTION

The meeting was called to order at 9:00am

1. APPROVAL OF AGENDA

Motion:

"BE IT RESOLVED THAT September 24, 2019, OC Board open session meeting agenda is approved".

The Chair of Education Council deferred the new program Common First Year Engineering Certificate until the next meeting. It has not been passed by the Post-Secondary Student Information System (PSIS).

ACTION

8. PRESENTATIONS/DELEGATIONS
No presentations.

ACTION

ACTION

10.   VERBAL REPORTS

10.1   Board Chair Report – G. Morgan
There have been a number of Student Award receptions that Board members have attended recently. S. Cook also represented the Board at reception hosted by the Institute of Corporate Directors

10.2   Presidents Report – J. Hamilton
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ACTION

x   Personal attention from staff and faculty;
x   Reputation of programs at Okanagan College.

Items that received low scores were:
x   Parking;
x   Food services, and;
x   Wireless access.

It was noted that the College is not able to survey students who do not attend and why they choose not to.

President's Report
to the
Okanagan College Board of Governors

January 2020

Learner Readiness and Success

- ƒ On January 18, we held Winter Convocation ceremonies More than 600 students were awarded credentials in Arts, Business, Computer Science, Engineering Technologies, and Health and Soci Development.

- ƒ On January 24, ten students were recognized in tas0.001 Tc -08557(ecw)3.3(e awJ 0e)10.7(n)4.7((w)3.3(i

Teaching, Programming and Applied Research

ƒ The Winter 2020 Professional Development Workshop series has begun. The series features a variety of topics for staff development, such as How to Navigate Moodle's 3.5, Interactive Teaching Tools and Techniques, Program Mapping, Flipped Classrooms and Diversity Dialogue.

Indigeniz ation

ƒ Infusions Restaurant is participating this month in "Dine Around Thompson Okanagan". The chefs and students have designed a menu that will showcase Okanagan ingredients while incorporating aspects of traditional Syilx Okanagan culinary knowledge and practices.

Organizational Sustainability

ƒ On November 2 wh.u-a   7(253)3.9r

Education Council – Report to the Board
December 2019/January 2020

Education Council met on December 5th and January 16th and approved 9 course revisions, 3 program revisions, and 1 new program.

PROGRAM REVISIONS

Bookkeeping Certificate

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision Bookkeeping Certificate as recommended by Education Council and as presented."

Program revision:
- x Admission requirements

Rationale:
This program revision is to update the admission requirements. Consultation with the instructor, Brenda Ridgeley, has determined that OADM 140 is now OADM 143 and OADO 140 and 141 are no longer offered.

Admission requirements:

Existing	Proposed
BUAD 111 or OADO 140 and 141 or OADM 140 or BAC 11 and 12 or a minimum grade of 73% in Accounting 12 or equivalent. A minimum grade of 60% in Okanagan College's Continuing Studies Computer Fundamentals or the Okanagan College's Continuing Studies Computer Fundamentals challenge test.	BUAD 111 or OADM 143 or BAC 11 and 12 or a minimum grade of 73% in Accounting 12 or equivalent. A minimum grade of 60% in Okanagan College's Continuing Studies Computer Fundamentals or the Okanagan College's Continuing Studies Computer Fundamentals challenge test.

Implementation date: April 2020

Accounting/Bookkeeping Certificate

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision

Administrative Assistant Certificate

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision   Administrative Assistant   Certificate   as recommended by Education Council and as presented."

Program revision:
     x   Revision of courses

Rationale:
Housekeeping of prerequisites of all courses within the program.

Revision of courses:
OADM 136, OADM 165, OADM 169A, OADM 181, OADM 129, OADM 143, OADM 171

Implementation date: January 2020

Office Assistant Certificate

Recommended Motion:
"BE H-24.2(A)21.2E(o)-11cp10 Tc -0.0 .6(t88 Tm [(-5.4(n)-5.5(6 0 0 9.5.3(a)5.(si)-1.1(o)-5.5(n)-5.5( )]12.4(m)-2 482.88)an

tremendously from the applied approach to business education, setting our Post-Baccalaureate students up for a higher level of professional and personal success.

If approved, the Marketing specialty area would conduct a formal review at the 24-month mark to ensure that there are positive outcomes as a result of the change in admission policy.

Revision of courses:
MOA 104 Medical Office Practice Management Systems

Deletion of courses:
MOA 02 Medical Office Procedures, MOA 03 Medical Office Observation, MOA 06 Medical and Surgical
Transcription

Program outline:

Existing	Proposed
MOA 01 Medical Terminology	MOA 101 Medical Terminology: This course is designed to provide entry-level proficiency, specific to MOAs, on topics including human anatomy and the ten major body systems. Students will learn basic word structure, prefixes,
MOA 02 Medical Office Procedures	suffixes, term001 Tw 2la4r 9(or)822(a4r -8((or)82.1(y)28 -31.807 -)3.2(a44.5(a2(M)-3.2(e)- a·
MOA 03 Medical Office Observation	
MOA 104 Medical Office Practice Management Systems	
MSCW 110 Computers in the Workplace	
MOA 06 Medical and Surgical Transcription	

Nursing Unit Assistant Certificate

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision Nursing Unit Assistant Certificate as recommended by Education Council and as presented."

Program revision:

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Advanced Certificate in Communications

<u>Recommended Motion:</u>
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision   Advanced Certificate in Communications   as recommended by Education Council and as presented."

Program revision:
    x   Program outline

Rationale:

<table>
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CMNS 250 Cultural Industries in Canada
CMNS 260 Topics in Communications
CMNS 270 New Media
CMNS 280 Applied Communication
CMNS 290 Introduction to Video Game Studies
CMNS 295 Directed Studies in Communications
Currently available third   -year Communications courses:

CMNS 300 Rhetoric and Persuasion
CMNS 310 Visual Communication & Culture
CMNS 320 Creative Communication
CMNS 330 Public Relations
CMNS 340 Media in Action
CMNS 390 Advanced Communication Issues
Currentl y available fourth   -year Communications courses:

CMNS 495 Directed Studies in Communications

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Implementation date: January 2020

NEW PROGRAMS

Common First Year Engineering Certificate

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the new   program
Common First Year Engineering Certificate   as recommended by Education Council and as
presented."

Rationale:
Historically, there has been no consistent transfer agreements in place which allows for engineering
students to transfer from colleges to universities in British Columbia. To address this deficiency, BCCAT
provided a Transfer Innovation project grant for the First-Year Core Engineering Curriculum for the BC
Post-Secondary Sector project which involved several phases. The project was spearheaded by the
BCCAT Engineering Articulation Committee (the "Committee") which represented 6 accredited research
institutions, 17 teaching institutions and colleges, and the province's engineering professional association
(EGBC).

The primary goals of this project were:
   x   To determine the feasibility of building a common first-year engineering curriculum
          acceptable at all accredited receiving institutions in the province and, if feasible,
   x   To design and implement a common first-year engineering curriculum for members of the BC
          Transfer system.

This project found that, although there exists diversity within the first-year engineering programs offered
at different institutions, there was sufficient overlap to suggest a sector-wide common first-year curriculum
could be developed. As a result the Committee moved forward with the development of a common first-
year engineering curriculum.

 A first-year core curriculum, if clearly articulated and regulated, can:
   x   Improve access and opportunity for success in engineering education for BC's diverse post-
          secondary students;
   x   Create opportunities for regional community engagement and partnerships within the
          engineering sector, encouraging graduates to return to employment in smaller, non-urban
          communities;
   x   Enhance the student learning environment and improve retention and achievement in
          engineering across the province through maximizing use of student supports, class size, and
          regional diversity;

Program outline:

2 Semester Program (course code, course name, credits, contact hours)	3 Semester Program (course code, course name, credits, contact hours)

Fall Semester

Submission of Information
from Senior Staff to the Board of Governors

2019 Regional Dean Report Central Okanagan

Central Okanagan Report to the Okanagan College Board of Governors

January 2020

Introduction

The Central Okanagan has four main Okanagan College locations where educational programming and services are delivered: the main Kelowna campus, two locations at the Kelowna International Airport, and the Okanagan Centre for Innovation in downtown Kelowna. The Kelowna campus is located on a 15.79-hectare site with 22 buildings and over 41,000 square metres of space.

The Central Okanagan has a population of 194,882 people, according to the 2016 census. The City of Kelowna (127,380) and West Kelowna [illegible]

include Post-Baccalaureate programs and a proposed common core first year engineering technology program. There continues to be

Revelstoke this past semester delivers courses taught by an instructor from the Kelowna campus in a room equipped with state-of-the-art teaching technology. Classrooms are also being upgraded with furniture and technology that supports a flexible learning and teaching environment.

x   The College will continue to collaborate with industry, UBC Okanagan, and School District 23 on programming opportunities and community outreach. The Regional Dean's office is currently working with an external partner to support financial literacy on campus, collaborating on smart city project proposals, and assisting with infrastructure grants to support applied research. The Kelowna Campus will also be potentially welcoming over 80 First Nation teams, over 950 youth, and more than 100 First Nation communities in the provincial All Native Basketball tournament for a career

Submission of Information
from Senior Staff to the Board of Governors

REPORT TITLE

Domestic Tuition Rates for 2020-21

DATE

January 14, 2020

BACKGROUND INFORMATION

For example: y   Purpose   y   History   y   Other relevant information

The BC government has a tuition limit policy for domestic tuition and mandatory fees as noted at
http://www.aved.gov.bv.ca/tuition . The maximum an /Artmuicition

Submission of Information
from Senior Staff to the Board of Governors

TD Commercial Banking Agreement

January 14, 2019

At the November 5, 2019 Finance, Audit and Risk Review Committee meeting, the Committee discussed the banking agreement with TD Commercial Banking which expires on June 30, 2020. The Vice President Employee and Corporate Services noted that TD Commercial Bank has not raised the banking rates for the College since 2007. The Committee asked the VP Employee and Corporate Services to approach TD Commercial Banking to discuss a possible renewal and to report on the outcome at the January 2020 meeting.

The attached document outlines the TD Commercial Banking proposal for a three-year term with the option for two, one-year extensions commencing July 1, 2020.

See attachment: TD Commercial Bank Agreement

For approval:

Proposed Resolution:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the banking
 agreement with TD Commercial Banking as recommended by the Finance, Audit and Risk Review Committee."

Key Directions:
          Support learner readiness and success

COMMENTS FROM THE PRESIDENT

I support the motion.

REPORT PREPARED AND SUPPORTED BY (include name and title)

C. Morcom – Vice President, Employee and Corporate Services

2020 Meeting Schedule - REVISED
Okanagan College Board of Governors

Month	Committee Meetings *all meetings are in Kelowna*	Board Meeting	Location of Board Meeting