Board of Governors

Open Meeting Agenda

Tuesday, June 23, 2020
11:00am – 12:00pm

Meeting to be held via the Zoom Conference System (www.zoom.us)

- To join online use meeting ID: 642 3570 7537 / Paa9t pTw ( )Tj0.004 Tc -0.004 Tw 18.59 0 Td(/)Tj-0.001 T(67

Education Council (C. Newitt)

5.2.1. Program Revisions

Recommended Motions:

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

Related Pages	Time

6. VERBAL REPORTS

6.1. **Board Chair Report** (G. Morgan)

6.2. **President's Report** (J. Hamilton)

	ACTION

3. DECLARATION OF CONFLICT

No conflicts were declared

6.4

Organizational Sustainability

- The Flourish Wellness Project is continuing to offer weekly *Wellness Wednesday* online workshops for all students and staff with a special focus on strategies to help cope during the COVID-19 pandemic. The next workshop "Coping during COVID-19 – Checking In" will be held on June 24th.

- The Kofoed family recently donated $60,000 to the "Our Students, Your Health" campaign to support the completion of the new Health Sciences Centre.

- Kelowna Chevrolet is investing in future health-

Program Advisory Committees at Okanagan College

June 2020

About Okanagan College Program Advisory Committees

Okanagan College establishes Program Advisory Committee (PAC) for certificate, diploma or degree programs or, where appropriate, for a group of relatedew 7.66 0c13(r p)-g(u)-13()f4-3(u)-1cm(ew s)-14.0

into the workforce. Program

PROGRAM ADVISORY COMMITTEES - REPORT TO THE BOARD

Program or Area (2019-2020)	PAC in Place (Y or N)	Number of Current Members	Number of Meetings per Year	Most Recent Meeting	Next Meeting Date	Comments
Criminal and Social Justice Diploma						Under review
Writing and Publishing Diploma						Under review
Diploma in Communications, Culture and Journalism Studies						Under review
International Development Diploma						Under review
Environmental Studies Diploma						Under review

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PROGRAM ADVISORY COMMITTEES - REPORT TO THE BOARD

Program or Area (2019-2020)	PAC in Place (Y or N)	Number of Current Members	Number of Meetings per Year	Most Recent Meeting	Next Meeting Date

Regional Advisory Committee (RAC) Annual Reports

Shuswap-Revelstoke (*JoReg Rd Dea*)

The

North Okanagan *(Jo Lis Rg Da)*

The Regional Advisory Committee provides the Vernon capital with advice regarding community needs, relating thereto, in order to promote communication between the Committee, the Okanagan Committee and the Board of Okanagan communities.

The Vernon Committee and Regional Advisory Committee meets four times a year in September, November, February and April (meeting due to COVID-19 crisis). Agendas and minutes are posted and available online. Committee follow-up practices: The meeting is open to public and discussion. This year's priorities included: Education Plan, BC Committee (BC Registered Students International Education Director Roundtable), and the City of Vernon Sustainability Plan.

During the year the key issues that were addressed and/or discussed at the meetings included:

- Potential Residence Project
- Vernon Unit Plan 2020-21 and three-year plan
- Student retention
- Signature Speaker Series
- International Students
- Indigenous Academic Project
- Tributes Hay Fever Festival

The committee is comprised of 10 community members (students) and two Board members. The Regional Advisory Committee members are invited to participate (e.g. during an AGM, the AE program, awards ceremony, speaker series).

Goals for the upcoming year will be to keep in the capacity of the committee as well as for during the pandemic.

Central Okanagan *(Pa Ka Rg Da)*

Meetings are held once per academic term and during the summer. The terms meeting was held on May 29, 2020 where provided an overview of the Committee's role to the Committee. Board staff also reviewed the financial A position by Committee Studies and Committee Training for the fiscal development hosted by the Committee to the city highlighting the impact of the Committee's budget on the Committee and Economic Development offices through the equivalent (FTE) cuts for 2019/2020 were shared and briefly discussed, detailing that the pandemic was expected to be very likely to be long and difficult to project. The meeting is scheduled for the middle of March when will be a review and Committee Board staff elections. Prior to meetings for 2019 included presentations on Asset Management Planning, the revitalization process for Kingsley Park and Internationalization.

There are 12 community members on the RAC, with internal representation from the Director of Committee Studies & Committee Development, the Director of Advancement and a representative from the Okanagan Board of Trade. The Student Union (SUO) Committee has recently been with divisional backgrounds representing Peachland, West Kelowna, Kelowna and Lake Country communities. Shari Peters is Committee Chair. Eric Y Committee A, is in their fourth year as Committee chair, and assisted by the Vice chair, Committee Griffith, provides Director of the Committee and Board member, Kristal Bourque the Committee Board representative and Assistant S

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Submission of Information
from Senior Staff to the Board of Governors

REPORT TITLE

Annual Report on the Implementation of OC's Sexual Violence and Misconduct Policy

DATE

June 23, 2020

BACKGROUND INFORMATION

For example: y Purpose y History y Other relevant information

The Province of British Columbia's Sexual Violence and Misconduct Policy Act requires that the President report to the Board annually on the implementation of the College's Sexual Violence and Misconduct Policy.

The attached report

Reports

Education Council – Report to the Board

June 23, 2020

Education Council met on April 2nd and June 4th and approved 21 course revisions, 15 new courses, 7 program revisions, 1 new program and 1 set of Academic Schedules

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Recommended Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision Water Engineering Technology as recommended by Education Council and as presented."

Historically there were two analytical courses, CHEM 224 (for WET) and CHEM 226 for science students. In 2011, the WET analytical course and the chemistry student's course were combined, due to low enrollment in CHEM 226 and a WET program revision. This has posed a challenge, as the WET and Science students have considerable difference in background knowledge and substantial difference in future application of analytical chemistry in their careers.

Now that enrollment of Science Students in CHEM 226 has increased and consistently remained at a high level, splitting the Analytical Chemistry course into two courses, one geared towards the Water Engineering Technology students (CHEM 6s1.1(i)-833(has)-8.1(712.3(26 a)558(atTj -016u3)-1.1(s)-8.1Tw -)]T

connection between academic programming and career/education pathways, (2) increase specific transfer credit to partner institutions, and (3) enhance career preparation with additional coursework and work-related experiences.

Over the past several years, there have been a significant number of curriculum changes across the province. This proposal responds to (1) sector-wide changes from 6-credits to 9-credits of Introductory Anatomy and Physiology Coursework, (2) a shift away from sport specific Applied Methods Courses (1,3,0) to a more overall movement education experience course with Physical Literacy for Life (2,2,0) (3) enhanced work-integrated learning and applied

At the completion of the program outlined for the Health and Fitness stream, students will be eligible to apply for industry credentials as a British Columbia Recreation and Parks Association (BCRPA) Registered Personal Trainer and/or a Canadian Society of Exercise Physiology (CSEP) Certified Personal Trainer. This will prepare students to lead fitness activities and provide fitness and lifestyle counselling services to apparently healthy individuals. Please note that students must apply to external agencies to obtain these industry credentials. External agencies may require students to complete additional written examinations and/or practical competency evaluations and pay additional fees.

Proposed:
Program overview:
Kinesiology is an academic discipline which involves the study of physical activity and its impact on health, society, and quality of life. It includes areas of study such as exercise science, athletic training, socio-cultural analyses of sports and society, sport and exercise psychology, fitness leadership, physical education-teacher education, and pre-professional training for physical therapy, occupational therapy, medicine and other health related fields.

The Kinesiology Diploma program helps students build skills that they can apply to a variety of career options in fitness, recreation, sport, education and health. Course credits transfer towards Bachelor degree programs in British Columbia and elsewhere.

Students develop skills for general employability and academic success including information literacy, written and oral communication, numeracy and computer skills, critical and creative thinking, leadership and interpersonal skills, and professional skills.

Students may become eligible to apply for industry credentials during or after program completion. External agencies may require students to complete additional written examinations and/or practical competency evaluations and pay additional fees. The department website includes links to relevant agencies.

All students register for courses individually. The first semester includes five common courses. Students then follow the program outlined for one of the diploma options below:

- Kinesiology Diploma - Fitness Option (hyperlink)
- Kinesiology Diploma - Health Science Option (hyperlink)
- Kinesiology Diploma - Recreation Option (hyperlink)
- Kinesiology Diploma - Education Option (hyperlink)
- Kinesiology Diploma - General Studies Option (hyperlink)

Students are responsible for confirming that all graduation requirements and residency requirements are met before graduation.

A Kinesiology Co-op option may be available between Year 1 and Year 2 (May - August) for eligible students. Please consult with an education advisor (add contact or hyperlink), cooperative education (add contact or hyperlink) and/or the department chair (add contact or hyperlink) to address any questions.

www.bctransferguide.ca.

The [illegible] - [illegible] is designed as a pathway to a Bachelor's Degree in Kinesiology, Human Kinetics or related field and subsequent application to a Master's Degree in Rehabilitation Sciences or other allied health profession. Select elective credits that will satisfy degree graduation and/or admission requirements.

The [illegible] - [illegible]

The program outlined is for students interested in completing a 2-year diploma to become a fitness program leader (e.g. certified personal trainer) to help develop and maintain the health of our community via participation in physical activity.

Program outline

Year One – Fall Semester
HKIN 101 Health, Fitness and Lifestyle
HKIN 110 Human Anatomy I for Kinesiology – NEW
BIOL 190 Human Physiology I for Kinesiology – NEW
HKIN 150 Sport and Exercise Psychology
ENGL 100 University Writing

Year One – Winter Semester
HKIN 103 Exercise Prescription for Health
BIOL 191 Human Anatomy and Physiology II for Kinesiology – NEW
HKIN 230 Motor Learning and Control
HKIN 111 Health and Human Nutrition
3 credits of electives (BUAD, HKIN, Arts or Sciences)

Year Two – Fall Semester
HKIN 200 Exercise Physiology
HKIN 203 Science of Strength and Conditioning
HKIN 250 Introduction to Health Behaviour Change – NEW
HKIN 215 Professionalism in Fitness and Recreation – NEW
3 credits of electives (BUAD, HKIN, Arts or Sciences)

Year Two – Winter Semester
HKIN 284 Growth and Motor Development
HKIN 261 Health, Policy and Canadian Society
HKIN 273 Fitness Testing and Exercise Prescription
HKIN 241 Introduction to Athletic Injuries
3 credits of electives (BUAD, HKIN, Arts or Sciences)

Recommended electives options:
HKIN 121 Biomechanics
HKIN 220 Community Program Planning
BUAD 123 Management Principles
BUAD 116 Marketing
BUAD 111 Financial Accounting I
Psychology, Sociology, Anthropology or Indigenous Studies
Biology, Chemistry, Physics or Mathematics

BIOL 191 Human Anatomy and Physiology II for Kinesiology – NEW
HKIN 230 Motor Learning and Control
HKIN 111 Health and Human Nutrition
3 credits of electives (BUAD, HKIN, Arts or Sciences)

Year Two – Fall Semester
HKIN 200 Exercise Physiology
HKIN 203 Science of Strength and Conditioning
HKIN 250 Introduction to Health Behaviour Change – NEW
HKIN 206 Research Methods in Kinesiology – NEW
3 credits of electives (BUAD, HKIN, Arts or Sciences)

Year Two- Winter Semester
HKIN 284 Growth and Motor Development
HKIN 261 Health, Policy and Canadian Society
HKIN 273 Fitness Testing and Excician TÍ han Ti(d C)-2.923.651 0 Td ( )Tj10MC /P <</MCID 15 >>BDC -0.002 Tc 0.013

Recommended electives options:
HKIN 121 Biomechanics
BUAD 123 Management Principles
BUAD 116 Marketing
BUAD 111 Financial Accounting I
Psychology, Sociology, Anthropology or Indigenous Studies

HKIN 110 Human Anatomy I for Kinesiology – NEW
BIOL 190 Human Physiology I for Kinesiology – NEW
HKIN 150 Sport and Exercise Psychology
ENGL 100 University Writing

Year One – Winter Semester
HKIN 103 Exercise Prescription for Health
BIOL 191 Human Anatomy and Physiology II for Kinesiology – NEW
HKIN 230 Motor Learning and Control
6 credits of electives (HKIN, BUAD, Arts or Sciences)

Year Two – Fall Semester
HKIN 200 Exercise Physiology
HKIN 203 Science of Strength and Conditioning or Elective (see note 1)
HKIN 161 Physical Activity in Canadian Society
6 credits of electives (HKIN, BUAD, Arts or Sciences)

Year Two – Winter Semester
HKIN 284 Growth and Motor Development
HKIN 261 Health, Policy and Canadian Society or Elective (see note 2)
HKIN 121 Biomechanics or Elective (see note 1)
6 credits of electives (HKIN, BUAD, Arts or Sciences)

Note 1: Only one of HKIN 203 Science of Strength and Conditioning or HKIN 121 Biomechanics is required for graduation. The other may be taken for elective credit.

Note 2: Only one of HKIN 101 Health, Fitness and Lifestyle or HKIN 261 Health, Policy and Canadian Society is required for graduation. The other may be taken for elective credit.

Recommended electives options:
Human Kinetics
Business
Psychology, Sociology, Anthropology or Indigenous Studies
Biology, Chemistry, Physics, Mathematics or Statistics

Graduation Requirements

Successful completion of the prescribed and elective courses as listed in the program outline. A minimum graduating grade average (GGA) of sixty percent (60%) for the courses taken at Okanagan College; used to satisfy the required 60 credits for the diploma.

Existing	Proposed
Regular Applicants: Regular applicants have graduated from a secondary school or equivalent, or are currently enrolled in Grade 12.	Regular Applicants: Regular applicants have graduated from a secondary school or equivalent, or are currently enrolled in Grade 12.
B.C. secondary school graduation, or equivalent. English 12 with minimum 60% or alternatives. Chemistry 11 or an equivalent Advanced Level ABE Chemistry. One of Biology 11, Life Sciences 11, Biology 12, Anatomy and Physiology 12, BIOL 122 or BIOL 124 or equivalent (Biology 12 or BIOL 122 is strongly recommended) or equivalent Advanced or Provincial Level ABE courses are acceptable.	B.C. secondary school graduation, or equivalent. English 12 with minimum 60% or alternatives. Chemistry 11 or an equivalent Advanced Level ABE Chemistry. One of Biology 11, Life Sciences 11, Biology 12, Anatomy and Physiology 12, BIOL 122 or BIOL 124 or equivalent (Anatomy and Physiology 12, Biology 12 or BIOL 122 is strongly recommended) or equivalent
Math requirement:	

A minimum of 50% in any of:

- Pre-calculus Grade 11
- Foundations of Mathematics Grade 11
- Principles of Mathematics 11
- Adult Basic Education MATH 011
- Adult Basic Education MATH 084 and MATH 085
- Adult Basic Education IALG 011

Mature Applicants: Applicants who do not have secondary school graduation may apply as a mature student provided that they are at least 19 years of age and have not attended secondary school on a full-time basis for a minimum period of one year. Mature applicants will be subject to the same course entrance requirements that apply to regular applicants. The above courses may be taken through Okanagan College's Adult Basic Education program, the Ministry of Education Correspondence Branch, or a secondary school studies program.

Additional Admission Requirements

All applicants must submit an Okanagan College Human Kinetics Verification of Experience Form documenting a minimum of one season of competitive sport participation or 50 hours of participation in regular physical activity, within the last 5 years.

All applicants must submit an Okanagan College Human Kinetics Medical Clearance Form, documenting medical clearance for participation in unrestricted physical activity or for participation in progressive physical activity with specific limitations or exclusions.

Applicants are advised that students in this program engage in vigorous physical activity as part of their laboratory practice and applied methods courses. Students will act both as physical activity leaders and participants. Students are expected to develop and maintain a good level of physical fitness throughout the program.

Students may be required to travel to off-campus fitness and recreation facilities in the local area, and will require appropriate transportation.

Several computer-based assignments are included throughout the program. It is recommended that students have basic computer skills before entering the program. Students who do not have personal computers will have access to computers in the college computer

	Co-operative Education: To become eligible for the co-operative education work term, students must complete all of the first year courses for one of the fitness, health science, recreation or education option with an overall GPA of 70%. The co-op work experience is not available for students completing the general studies option.

Existing	Proposed
The Human Kinetics Diploma is granted upon completion of sixty (60) credits of prescribed study with a minimum grade average of 60 percent for all	

6 credits of electives
Year Two - Fall
HKIN 231 Sport and Exercise Psychology
HKIN 275 Exercise Physiology
9 credits of electives
Year Two - Winter
HKIN 284 Growth and Motor Development
One of:
HKIN 121 Biomechanics
or:
HKIN 261 Health, Policy and Canadian Society
9 credits of electives
Students must take at least twelve (12) credits of
transferable courses in at leasanad3.96 7:es2/651iy(d)-7-2.8(a642 Tm ( ) 2D2 Tc))-5HKI 31 >>BDC BT /CS0 cs5ns

General note: all elective credit must be from BUAD HKIN, Arts or Sciences.

Kinesiology Diploma - General Studies Option

The program outlined provides maximum flexibility. Combine your studies in kinesiology with other courses is arts, science and business for added breadth.

Program outline
Year One –Fall Semester
HKIN 101 Health, Fitness and Lifestyle or Elective (see note 2)
HKIN 110 Human Anatomy I for Kinesiology ~~N~~EW
BIOL 190 Human Physiology I for Kinesiology – NEW

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BIOL

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

x
x

The Basic Accounting Certificate has run successfully at all of the Okanagan College campuses for many years but the program has not seen any revisions for a significant amount of time. The program has not been reviewed for so long that the original set of course outlines can't be located. Over time, campuses have been using a different outline and a consistent outline is required for the certificate. There has also been multiple requests from students to put the certificate online.

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	Over the years, the course outline for BAC 12 evolved at each campus resulting in three different course outlines with different learning outcomes. The course description was consistent across campuses, but the learning outcomes and assessment varied. The proposed learning outcomes and assessment are the result of each campus reviewing their outlines and agreeing on an outline based on feedback from instructors, stakeholders and the Business Department.	

In person	In person and online

January 2021
N/A

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision s Bachelor of Business Administration – Finance Specialty a s recommended by Education Council and as presented."

x

Selected Topics BUAD 468 Investing in Financial Institutions has been offered for three years with continued interest and high enrollment. It is now being added to the BBA Finance Specialty as elective BUAD 460 Investing in Financial Institutions.

BUAD 460
September 2020
N/A

Recommended Motion:
"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revision s Bachelor of Business Ad ministration – Tourism and Hospitality Management Specialty as recommended by Education Council and as presented."

x
x
x

BUAD 206 will officially be deleted May 2020, however it is still part of the program outlines for the Business Studies Cert, Business Admin diploma and BBA degree - Tourism and Hospitality Management specialty/option. This program revision is to add BUAD 115 or BUAD 206 or TOUR 105 as course equivalents within the Program Outlines for the Business Studies Cert, Business Admin. diploma and BBA degree - Tourism and Hospitality Management specialty/option.

BUAD 115 and TOUR 105

TOUR 105

Students

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	

Plus four of:	Plus four of:
BUAD 308 Multicultural Management	BUAD 308 Multicultural Management
BUAD 332 Selected Topics: Tourism and Hospitality	BUAD 332 Selected Topics: Tourism and Hospitality
BUAD 432 Selected Topics: Tourism and Hospitality	BUAD 432 Selected Topics: Tourism and Hospitality
BUAD 351 Tourism Planning and Development	

[illegible]	
[illegible]	[illegible]

The Diploma in Business

While satisfying all the requirements outlined above for the Business Administration diploma, students must include the following courses in their elective choices to specialize in Tourism and Hospitality Management: M ion

- x Any course with the DSCI prefix (note: students can take any DSCI courses other than DSCI 300 and DSCI 310 to fulfill this requirement)
- x STAT 310 – Regression Analysis
- x STAT 311 –Modern Statistical Methods
- x STAT 390 –Special Topics in Statistics
- x STAT 490 – Special Topics in Statistics

Recommended Motions: “BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Office Administration Schedule as recommended by Education Council and as presented.”

Accounting/Bookkeeping Certificate (20 weeks)
Kelowna

2020

September 7	Labour Day (no classes)
September 8	Orientation
September 9	Classes start
October 12	Thanksgiving Day (no classes)
November 11	Remembrance Day (no classes)
December 23	Last day of classes before Christmas break
December 24	College closes at 3 p.m.
December 25 - January 1	Christmas Closure (no classes) - Okanagan College closed to the public

2021

January 4

Administrative Assistant Certificate (37 weeks)

Kelowna, Salmon Arm, Vernon, Penticton

2020

September 7	Labour Day (no classes)
September 8	Orientation
September 9	Classes start
October 12	Thanksgiving Day (no classes)
November 11	Remembrance Day (no classes)
December 23	Last day of classes before Christmas break
December 24	College closes at 3 p.m.
December 25 - January 1	Christmas Closure (no classes) - Okanagan College closed to the public

2021

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Office Assistant Certificate (17 weeks)

Kelowna, Salmon Arm, Vernon, Penticton

Legal Administrative Assistant Certificate (Litigation 18 weeks)

Kelowna only

2020

September 7	Labour Day (no classes)
September 8	Orientation
September 9	Classes start
October12	Thanksgiving Day (no classes)
November 11	Remembrance Day (no classes)
December 23	Last day of classes before Christmas break
December 24	College closes at 3 p.m.
December 25 – January 1	Christmas Closure (no classes) – Okanagan College closed to the public

2021

January 4	Classes resume
January 21	Classes end

Legal Administrative Assistant Certificate (Litigation 18 weeks) Dec 25 -Jan 1 (8.1(i)8(3(b)-25(m)]6 scn /TT0 1 Tf 0 9.4)-25(m)]TJ 0 Tc 0 Tw 4.1 Tf 0.003 Tc -19.169 -1.843 T