

**Education Council Meeting**  
**Thursday, October 4, 2018, 4:00 p.m.**  
**C 344H - Kelowna Campus**

**Faculty**

**Educational Administrators**

Name	Location	Name	Location
Jim Walters	Shuswap Revelstoke Rep	Bill Gillett (e-copy)	Dean - Business & Aviation
		Andrew Moy (e-copy)	Assoc Dean - Education
	Similkameen Rep		
Nancy Bowman	Central Okanagan Rep	Leanna Silvestrone	Director - CS
Robin Alexandre	North Okanagan Rep	Ross Tyner	Director - Library Services

**Students**

Name	Location
Danny Marques	Trades & Apprenticeship - Kelowna
Amanda Krahe	Arts & Foundational - Pent
	Health & Social Development
Kevin Douglas	Science and Technology Programs
Chris Newitt	Arts & Foundational - Kelowna
Robert Sawatzky	School of Business - Kelowna
Amanda Lang	Student - South Okanagan Similkameen
Nathan Nesbitt	Student - North Okanagan
Rolan Johanson	Student - Shuswap Revelstoke

**Staff**

Name	Location
Amanda Ross	Kelowna Campus
	Kelowna Campus

**Non-Voting**

**Secretariat**

Name	Area	Name	Area
Jim Hamilton (e-copy)	President, OC Board of Governors	Jane Muskens	Registrar OC
		Maddy Walsh	Education Council

**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
Laura Ramirez (e-copy)	Asst to the Dean - STH	Thurnheer (e-copy)	Associate Dean - STH
Michelle Sinclair (e-copy)	Asst to Dean-Trades/Appren	Leanne Foster (e-copy)	Asst to Director- International
Jasmine Woods (e-copy)	Asst to Director- Student Services	T.K. Gillivray (e-copy)	Assoc Dean - Trades & Apprenticeship
Lynn Kohout (e-copy)	Asst to Dean-Bus & Aviation	Barry McGillivray (e-copy)	Assoc Dean - Business & Aviation
Liz Plamondon (e-copy)	Exec Asst-VP Students	Annie March (e-copy)	Asst to Regional Dean - Central Ok
Jane Lister (e-copy)	Regional Dean N Okanagan	Sharon Josephson (e-copy)	Associate Dean - AFP



1. Determination of Quorum and Call to Order

2. Adoption of the Agenda

3. Approval of the Minutes

3.1 September 12, 2018 Education Council minutes

1

5. New Business

5.1 Curriculum recommended by the CPRC- AFP

- a. Proposal for a new course: LSIN 099 ..... 9
- b. Proposal for a course revision: GEOG 207 ..... 12

5.3 Standing Committee Reports

- a. Operations Committee
- b. ARP Committee
- c. CCC Committee
- d. Tributes Committee

6. Reports

- 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

8. Deadline for Agenda Items – Wednesday, October 17, 2018

9. Adjournment



## Appendix 3.1

meeting

Motion: “That Education Council approves the minutes from the September 13, 2018 Education Council meeting as presented.”

Okanagan College and College of Education Council  
Minutes of Thursday, September 13, 2018 4:00 pm  
Room S 103B Student Services Boardroom – Kelowna Campus

Draft

Gillett, J Hamilton, A Krebs, T Walters

**Regrets:** D Silvestrone, N Davis, J-Hamilton

**Absent:**

**Guests:** J Rouse, R Huxtable

**Recorder:** M Welsh

**1. Determination of Quorum and Call to Order**

C Newitt called the meeting to order at 4:01

**2. Adoption of the Agenda**

**Motion:** T Walters/ A Lang

That Education Council approves the agenda as presented.

**Carried**

**3. Approval of the Minutes**

**Motion:** R Tyner/ D Marques

That Education Council approves the minutes of June 7, 2018 Education Council meeting as presented.

**Carried**

**4. Business Arising**

**5. New Business**

**5.1 Agreement by and between Okanagan College and Ecole Supérieure D'Agriculture**

**Motion:** R Johanson/ R Sawatzky

That Education Council approves the agreement by and between Okanagan College and

Ecole Supérieure D'Agriculture as presented

J Rouse explained that this is an exciting opportunity for BBA students to be able to

take their Bachelor's degree and transfer it into a Master's degree. Students

would study for three years at OC and two in Europe through FSA to complete a

BBA and a Master's in either wine or food identity.

FSA approached OC to begin this agreement

There are three students already interested in this program

This would be a strategic partnership where the College and FSA are working together and promoting these Master's programs. This is a very exciting structural relationship. A good academic relationship is being formed.

Unifield College, Oregon is developing a similar relationship. The College would become one of the few colleges in North America that has this relationship with FSA.

The College had the chance to visit FSA and gained a lot of information. FSA has the

The cultures and values of ECA and the College are very similar as they are both very focused on the learner. This is very promising for students.

A member asked if ECA could help with the RPA requirements. J. Douce explained that this would be the year where a lot of electives could be picked up at the student's host university.

Canada. J. Douce explained that this is doable. He knew of one presenter in the Vintage stream of the program that had completed his PhD.

Education Council does not usually discuss tuition or budget. J. Douce noted that the tuition is fair for a Master's degree; it is affordable.

A member asked whether the students would have to pay for the RPA from the College and their Master's degree from their host university. J. Douce clarified that they would receive the RPA from the College and their Master's degree from their host university.

J. Douce added that it is exciting to be able to promote that Okanagan College offers a Master's degree.

A member questioned the reasoning behind limiting the program to only five students. J. Douce explained that there might be some fluidity, but this is a good starting point.

**Carried**

## 5.2 CPRC – T/A Curriculum

### a. Program revision – Trades Technology Teacher Education Diploma

**Motion:** R Johanson/ D Marques

That Education Council approve the program revision: Trades Technology Teacher Education Diploma as presented.

C Newitt explained that this is just a change to the course numbers to line up with the changes made at Brock College.

A. Huxtable clarified that this was only a change to the Brock College course numbers, not Okanagan College courses.

**Carried**

## 5.3 Curriculum recommended by the CPRC – AFP

### a. Proposal for a course revision: SOCI 111

**Motion:** A Hav/ R Aleandre

That Education Council approve the course revision: SOCI 111 Introduction to Sociology as recommended by the CPRC – AFP.

C Newitt began by pointing out the two typos that had been identified at Dean's. On page 26, under course description, the content should read "This course..." and on handwritten page 27, the course code should read "SOCI 121."

R. Huxtable opted to speak to the changes for both SOCI 111 and SOCI 121 at the same time, as the rationale is the same.

R. Huxtable explained how it is very important to have consistency between a course's calendar description and what is actually being taught in class. Sociology has been reminded to stick to their calendar description when teaching and to be consistent.

These course revisions are to change the content area of the course description to match what has been taught for some time now. The change in description will match the distribution of topics between the two courses.

R. Huxtable reiterated that this revision is to match what is already occurring in SOCI 111 and SOCI 121. The department had already moved these topics over in continuation of the change. They are now aware of the importance of having the

C. Nowitt was concerned that Sociology had already gone ahead with the changes. Sociology had already

AFP that it was within a department's right to make such changes without going through the Education Council process. Neither C. Nowitt nor P. Huytable support this idea. C. Nowitt wanted D. Marques to be aware that he and P. Huytable had discussed this at length after the CPRC - AFP meeting. Departments are experts in their

D. Marques stated that it is important to have consistency, especially when learning. Departments have a responsibility to meet those standards. P. Huytable added that there are variabilities across every discipline. The calendar

Carried

**b. Proposal for a course revision: SOCI 121**

**Motion:** R. Johanson/ N. Bowman

That Education Council approves the course revision: SOCI 121 Introduction to Sociology II as recommended by the CPRC - AFP.

As above

Carried

**5.4 Standing Committee reports**

**a. Operations Committee**

Operations committee met in June to approve graduates. The minutes of that meeting will be reviewed in camera.

**APP Committee**

**b. APE Committee**

- Did not meet.

**c. CCC Committee**

- Did not meet.

**d. Tributes Committee**

- Did not meet.

**5.5 In camera session**

**Motion:** R. Johanson/ D. Marques

That Education Council moves in camera.

Carried

**a. Approval of the Operations Committee Minutes of May 29, 2018**

**Motion:** R. Johanson/ D. Marques

"That Education Council accept the minutes of the May 29, 2018 Operations Committee meeting as presented."

Carried

**b. Approval of the Operations Committee Minutes of June 25, 2018**

**Motion:**

- As above.

Carried



**c. Approval of Candidates for Graduation**

**Motion:** R Tyner/ B Gillett

"That Education Council approves the graduates from the following programs: with the understanding the Registrar has verified that the candidates listed herein have satisfied all requirements for the program for which they are eligible and, therefore, recommends these candidates to Education Council for approval in the degree, diploma, or certificate in which they are eligible.

- Accounting Assistant Certificate (Distance Education)
- Administrative Assistant Certificate (Distance Education)
- Administrative Assistant Certificate (Out of Sequence- End date June 25, 2018- Penticton)
- Aircraft Maintenance Engineer Category 'S' (November 14, 2017 to August 17, 2018- Kelowna)
- Associate of Arts Degree
- Associate of Science Degree
- Automotive Service Technician Certificate (February 5, 2018 to August 21, 2018- Kelowna)
- Bachelor of Business Administration Degree (Out of Sequence- End date December 6, 2016)
- Bachelor of Business Administration Degree (Spring/Summer 2018 completions)
- British Columbia Adult Graduation Diploma
- British Columbia Adult Graduation Diploma (Out of Sequence- End date December 23, 2010)
- Business Administration Certificate
- Business Administration Diploma (Out of Sequence- End date December 6, 2016)
- Business Administration Diploma (Spring/Summer 2018 completions)
- Business Studies Certificate
- Carpenter Foundation Certificate (February 26, 2018 to August 24, 2018- Penticton)
- Commercial Aviation Diploma (Out of Sequence- Kelowna)
- Computer Information Systems Diploma
- Culinary management Diploma
- Diploma in Human Kinetics
- Diploma in Writing and Publishing
- Electrician Pre-Apprenticeship Certificate (March 13, 2018 to August 24, 2018- Kelowna)
- Electrician Pre-Apprenticeship Certificate (March 26, 2018 to September 7, 2018- Kelowna)
- Electrician Pre-Apprenticeship Certificate (February 13, 2018 to July 27, 2018- Vernon)
- English for Academic Purposes Certificate (Out of Sequence- End date December 23, 2015)
- English for Academic Purposes Certificate (Out of Sequence- End date December 21, 2016)
- English for Academic Purposes Certificate (Out of Sequence- End date April 28, 2017)
- English for Academic Purposes Certificate (Spring/Summer 2018 Completions)
- General Studies Diploma (Out of Sequence- End date December 10, 2016)
- General Studies Diploma (End date August 17, 2018)
- Heavy Mechanical Foundation Certificate (October 20, 2017 to July 27, 2018- Kelowna)
- Legal Administrative Assistant, Litigation Certificate (Distance Education)
- Medical Administrative Assistant Certificate (Distance Education)
- Office Assistant Certificate (Distant Education)

Plumbing and Piping Trades Certificate (February 5, 2018 to July 27, 2018-

Kelowna)

Plumbing and Piping Trades Certificate (February 13, 2018 to July 27, 2018-

Salmon Arm)

Post-Baccalaureate Diploma in Accounting (Spring/Summer 2018 Completions)

Post-Baccalaureate Diploma in Marketing (Spring/Summer Completions)

Therapist Assistant Diploma (out of Sequence- End date July 3, 2018)

Welding Foundation Certificate (February 13, 2018 to August 24, 2018, Kelowna)

Carried

**Motion:** R Johanson/ T Walters

That Education Council moves out of camera.

Carried

## 6. Reports

### 6.1 Council Chair's Report - C Newitt

C Newitt noted that he is currently serving as department chair as well as teaching this semester in addition to his Education Council duties. This could create a conflict

- C Newitt attended many convocations in the spring and summer.

The 2018 Education Council and CDDC schedule is now online.

### 6.2 President & Vice President Education Report - A Hay

A Hay noted that the Post Baccalaureate Diploma in Human Resources Management

has been approved by PSIPS and is now implemented.

the board have any questions.

### 6.3 Registrar's Report - J Muskens

J Muskens wanted to note the reports were with schedules. This is the first year

scheduling department went on pattern but were flexible, making it easy to move

This will be reported in the newsletter.

The main challenge this year is that the College is very full. All campuses had increases in registrations. Despite this, it has been the smoothest time ever in scheduling, accommodating students' schedules with very little headaches.

- New final exam software will be used for the first time this fall term. J Muskens is hopeful it will help expedite the process and get information to students earlier. This has always been a challenge.

A member noted that students were commenting about no longer being able to see

warnings for classes. J Muskens said that this had been discussed at Council's term. A member will be contacted to make those changes.

A member noted that while the Kelowna campus offers certain courses all the time in Vernon, certain courses are only offered every other year but students are not aware of this, making it difficult when planning their schedules. Other members noted that course frequency was not always that consistent, as it depends on demand and

faculty going on leave. Another member noted that advisors should be able to help students with this.

C Newitt mentioned the underestimation of international student enrollment. The original goal was to maintain the level the College had previously, but the College met their three year projection in year one. He questioned whether international enrollment was up again. A Jey responded that the total number of international

The College is trying to maintain this level

A member added that in the business department, the challenge with international

managing this this year to avoid a repeat of past issues. J muskens advised that

winter enrollment has already closed for international students; it closed a month ago

in order to make sure it was manageable for departments

A member noted that faculty were often changing the way they taught courses due to international students.

**6.4 Board of Governor's Report**

- Meeting on September 25, 2018.

**5. Date, Time of Next Regular Meeting** – Thursday, October 4, 2018 at 4:00

**6. Deadline for Agenda Items** – Wednesday, September 19, 2018

**9. Adjournment** at 4:46pm.

## Appendix 5.1

Curriculum recommended by the

CFRC – A11

# Curriculum recommended by the Curriculum Proposal Review Committees

## Arts and Foundational Programs

**Notice:** That Education Council approves the new course, LSIN 099 ASE Special Topics as recommended by the CP/RC - AFP.

LSIN 099 - 3 - 3

ASE Special Topics

New Course:

Rationale:

acquisition courses from time to time.

This course is designed to provide different units differentially for students from a program. With different topics, this course may be taken more than once.

**Prerequisites:**

Acceptance into LSIN 099 upon recommendation of the ASE Department.

**Course outline:**

**Program:** Adult Special Education

**Course Title:** Special Topics - Retail Service Worker Course

**Course Number:** LSIN 038

**Number of Credits:** 3

**Prerequisites:** Acceptance into LSIN 099 upon recommendation of the ASE Department.

**COURSE DESCRIPTION**

This course will intend to provide instruction and training in the vocational area of Retail. This course will provide students with the necessary knowledge, workplace communication skills, and job shadowing. Upon completion of this course students will be prepared for entry level positions in the field.

**COURSE OBJECTIVES**

In the following sections the student will:

A. Introduction to Retail Services and the Business Sector

- The students will:
- Learn what Retail is: Is it more than fashion and food?
  - Identify what Retail Service Workers do
  - Discover Jobs in the Retail Industry
  - Identify Specific Personal Interests in the Industry

B. Duties of a Retail Service Worker

- The students will:
- Practice greeting customers utilizing role play
  - Discuss knowing your merchandise (books, cars, clothing, electronics, furniture, sports, etc.)

- Learn how to recommend merchandise based on customer needs
- Explain and describe different kinds of merchandise
- Practice "reasons" and "responses" to possible customer questions

**C. Retail Wholesale Merchandise Information**

The student will:  
 Still researching this section

**D. Best Practices Retail Skills**

- The student will:
- Understand the value of a customer
  - Provide a list of good customer service strategies in a retail store
  - Build a complete customer experience

**E. Keys to Communication in the Workplace**

- The student will:
- Identify and practice how to be a good listener
  - Identify nonverbal communication
  - Identify strategies to show friendliness, confidence and respect in the workplace
  - Describe the importance of feedback from your supervisor
  - Demonstrate ability to receive spoken and written instructions

**F. Safety in the Workplace**

- The student will:
- Learn what WorkSafe BC has to say?
  - Identify roles, rights & responsibilities regarding workplace safety
  - Discover Top 10 Safety Tips & Safety Tips
  - Understand safe work site practices related to: hearing, back care, workplace hazardous materials and personal protective equipment.

**G. Managing Personal Stress as it relates to work**

- The student will:
- Describe the stress response (fight or flight response)
  - Explain relationship between stress and perception
  - Identify your stressors and potential triggers
  - Identify consequences of unmanaged stress
  - Develop healthy responses and strategies to reduce/relieve workplace stress
  - Learn how to talk to your supervisor about stressful situations

**H. Hands on Experience (to require course to Access and Applied Skills where this will be organized).**

The student will:

**Complete 1 Job Shadow**

Complete a resume and participate in job interview practice.

**EVALUATION:** In progress

**ASSIGNMENTS:**

Regular attendance, punctuality, and participation is required of all AFM students. Excessive

unexcused or prolonged absence or lateness is cause for dismissal.

Excused absences include: bereavement, death of a family member, other than personal illness, medical treatment or a visit to a doctor, death in the immediate family, jury duty, military or government service, court appearance, injured dependent of spouse or responsibilities as a parent or guardian.

This does not apply if the student is ill and can provide a doctor's note.

If the student informs the instructor about an anticipated absence to attend a special family event the student will not be withdrawn. All absences are noted and students will lose marks for non-attendance. Punctuality means not missing any part of any class. It includes arriving on time at the beginning of class and following class breaks. It also includes not leaving the class at any time before the class has ended.

All lateness is noted. Marks will be lost if students are not punctual.

1. Top 10 Workplace Safety Tips

<http://www.skillsandworklife.com/blog/192460/top-10-workplace-safety-tips-every-employee-should-know/>

2. worksafe BC website

<https://www.worksafebc.com/en>

3. American Psychological Association: Coping with stress at work

<http://www.apa.org/helpcenter/work-stress.aspx>

4. Introduction to Retailing Slide Share

<https://www.slideshare.net/worksafebc/introduction-to-retailing>

5. Retail Sales Worker

<https://www.fruity.com/career-profile/retail-sales-worker>

6. Customer Service Lessons and Worksheets

<https://www.mooev.instructor.com/customerservice.asp>

7. Customer Service Workbook

<http://www.aproposint.com/free/customer-service-workbook>

8. Communication Workbook

<http://www.aproposltd.com/free/comm-workbook>

9. Extreme Customer Service Workbook

[https://www.aproposltd.com/free/Extreme\\_Customer\\_Service\\_workbook](https://www.aproposltd.com/free/Extreme_Customer_Service_workbook)

10.

Implementation date: January 30, 2019

Costs: n/a

Approved by the Curriculum Council on 2018-10-04  
Bioecography as recommended by the CPRC – AFP:

**GEOG 207 – 3 – 3 Introduction to Biogeography**

**New course: --**  
**Rationale:**

This is an elective in geography and is offered in most other institutions. The information covered in this course is currently not covered in any other geobotany course but is a topic that should be covered by the department for students completing programs for Associate of Science, Environmental Studies Diploma or AS. This science course with a proposed 2 hour lab component. The lab science designation will allow transfer to other institutions but is not intended to be a lab science requirement for students pursuing the Associate of Arts or Environmental Studies programs. Students will not have to pass the lab in order to pass the course, as is a common requirement in first year lab science courses in our department. The lab component is proposed to have a 3 hour time requirement to allow for outdoor field experiences. Current lab government requirements are 3 hours. Tentative field observation and data collection. The tentative locations near Kelowna campus include Mission Creek, Knox Mountain, and Okanagan Mountain Park. Without a 3 hour designation, field labs will not be possible, resulting in a lower quality experience for the students.

**Calendar description:**

Biogeography is the study of the geographical distribution of plants and animals on the earth's surface. We will examine the historical (speciation, migration, dispersal), environmental (climate, soils, topography, disturbance) and biotic (competition, resource partitioning) influences behind these patterns. The goal is to introduce the field of biogeography, understand biodiversity patterns and processes, and appreciate the role of human activities in influencing biogeographic patterns.

**Prerequisites:**

2nd year standing plus one of Geog. 111, Geog. 121, EESC, 111, EFSC, 101, Bio. 111, Bio. 112, Bio. 121, Bio. 122, Bio. 175

**Course outline:**

<b>Geog 207: Introduction to Biogeography</b>	
Geography, Earth & Environmental Science Okanagan College	
<b>Professor:</b>	TBA Office: E416, office hours Monday 8:30-9:20 Phone: 250-762-5445 ext. 4695 Email: TBA@okanagan.bc.ca
<b>Calendar Description:</b>	Biogeography is the study of the distribution of plants and animals on the earth's surface. We will examine the historical (speciation, migration, dispersal), environmental (climate, soils, topography, disturbance) and biotic (competition, resource partitioning) influences behind these patterns. The goal is to introduce the field of biogeography, understand biodiversity patterns and processes, and appreciate the role of human activities in influencing biogeographic patterns. We will explore biogeographic themes through lecture, readings from texts and scholarly articles, classroom discussion, research assignments, and laboratory activities.
	111, Bio. 112, Bio. 121, Bio. 122, Bio. 175. Credit will not be granted for both Bio. 203 and Geog. 207. (3,3,0)
<b>Required material:</b>	1. Lomolino, M. V. & Riddle, B. K., Wildlife, R. W. (2012). <i>Biogeography</i> . 4th Edition.
	Lab material will be made available through the course website.



**Recommended material:**

Supplemental readings consist of book chapters and journal articles which will be available through the course website on Moodle.

3rd Edition. 300 pages.

**Learning outcomes:**

- Identify the major physical, biological, and historical controls on plant and animal species distributions;
- Understand general patterns of communities and biomes across the Earth;

Examine the current and future threats to species; Identify common native tree species morphology and variation

- Map and quantify tree density of natural forests
- Recognizing climatic determinants on biogeographic range
- Distinguish patterns of forest succession
- Understand changes in geographic range with respect to geological time
- Identify morphological and phenetic patterns in evolutionary lineage
- Classify forest ecosystems

Practice scientific report writing and critical analysis of scholarly literature

**Course grading:**

Laboratories		30 %
Group Project		20 %
Midterm Exam	20 %	
Final Exam		30 %

**Provisional Timetable:**

Week	Lecture Topic	Readings	Lab Topic
1	Introduction to course		
	History of biogeography	Ch. 1, 2	
	Parenti and Ebach (2013)		No Lab
2	Distribution of species	Ch. 4	
	Boullé et al. (2015)		Lab 1: tree morphology and variation
	Distribution of communities	Ch. 5	
	Geohar and Geohar (2016)		Lab 2: forest mapping
4	Dispersal and immigration	Ch. 6	
	Weir et al. (2010)		Lab 3: biogeographic range
5	Speciation and extinction	Ch. 7	
	Rennie et al. (2015)		Lab 4: succession
6	MIDTERM		
	Plate tectonics and continental drift	Ch. 8	No Lab
7	Species diversification	Ch. 10	
	Krone et al. (2015)		Lab 5: quaternary range migration
	Evolutionary biogeography	Ch. 11-12	
	Fine (2015)		Lab 6: evolutionary lineage
9	Glaciations		
	Biodiversity gradients	Ch. 9	
	Mannion et al. (2014)		Lab 7: communities and populations
10	Island biogeography	Ch. 13, 14	
	Heilmann/Myers (2015)		No Lab
11	Ecogeography	Ch. 15, Molina-Venegas et al. (2015)	
	Group Project		

12 Conservation biogeography Ch. 16  
Svenning et al. (2016) Group Project  
13 Group Project Presentation

Review

Review No readings Group Project Due

**Additional Readings:**

This literature will be required reading throughout the term. The papers will provide modern examples of the theory discussed during lectures. Each week, one of these papers will be discussed in class with the expectation that students have read the literature and will participate in class discussions.

- 1 Heleno R. and P. Vargas. 2015. How do islands become green? *Global Ecology and Biogeography* 24(5):518-526.
- 2 Rinnie et al. 2015. Collapse of the world's largest herbivores. *Science* 1(4):E1400103.
- 3 Molina-Venegas et al. 2015. The building of a biodiversity hotspot across a land-bridge in the Neotropics. *Journal of Biogeography* 42:202-214. doi:10.1111/jbi.12416
- 4 Mittermeier, D.A., & B. C. Mittermeier. 2004. The riverine hypothesis for diurnal primates of the Neotropics and Rio Branco in Brazil. *Molecular Phylogenetics and Evolution* 82:400-412.
- 5 Mittermeier, D.A., & B. C. Mittermeier. 2004. The riverine hypothesis for diurnal primates of the Neotropics and Rio Branco in Brazil. *Molecular Phylogenetics and Evolution* 82:400-412.
- 6 Paton, R. and M.C. Hochberg. 2015. Evidence and progress in biogeography. *Journal of Biogeography* 40:813-820.
- 7 Svenning et al. 2016. Dispersal, niche, and isolation processes jointly explain species turnover patterns of nonindian mammal faunas in a large insular region of Central America. *Ecology* 97:2601-2614.
- 8 Geheber, A.D. and P.K. Geheber. 2016. The effect of spatial scale on relative influences of assembly processes in temperate stream fish assemblages. *Ecology* 97(10):2601-2704.
- 9 Fine, P.V.A. 2015. Ecological and evolutionary drivers of geographic variation in species diversity. *Annual Review of Ecology and Systematics* 46:369-390.
- 10 Manton, P.C. et al. 2014. The latitudinal biodiversity gradient through deep time. *Trends in Ecol. and Evol.* 29(1): 42-50.

**Group Project: Project Transect**

For this assignment you will form groups of 2-3 students. I will provide each group with the start and end coordinates of a transect of 25-30 sections, 80-90 km length, somewhere in British Columbia. Each group will research the geography and climate of the transect site, the broad climatic zones it includes and the abiotic and biotic factors governing the distribution of vegetation species. This assignment is designed to emulate what an environmental consultant would have to research and produce if asked to summarize the biogeographical and climatic controls of vegetation distribution in a particular area. As a group, you will submit a 1000-word report describing your synthesis and give a class presentation of 15-20 minutes. More information on the specific components and formatting guidelines for the report and presentation are given in moodle.

Academic Policies

Late policy: Late assignments will be deducted 5% per day. If special circumstances make a deadline extension necessary, it must be arranged in advance with the professor. Assignments that are more than 7 days late will not be accepted and will receive a grade of zero.

Creating and Plagiarism: Plagiarism is using or imitating someone else's work. It also includes communicating with others for the purpose of obtaining information; copying from the work of others; purposely exposing or providing answers to another student(s); failing to take reasonable

measures to protect answers from use by former students and to submit answers to a secure database.

acknowledge document. It is your responsibility to understand which activities are cheating and plagiarizing.

Disability Services: Any student who needs an accommodation due to a chronic, psychological, visual, mobility and/or learning disability, or is deaf or hard of hearing should register with the Okanagan College Disability Services. See: <http://www.okanagan.ca/administration/students/disability>

services.html

excused absences and addresses (or submit a note at the time of absence) who misses a class or

Implementation date: January 7, 2019.

Cost: n/a

## **Appendix 5.2 Schedules**

## 3.3 Standing Committee Reports

# Appendix 6.0 Reports