

BOARD OF GOVERNORS  
REGULAR MEETING  
January 26, 2016; 1:00 p.m.  
Room S103B, Kelowna Campus

AGENDA  
OPEN SESSION

	Attachment	Approximate Time
1	APPROVAL OF AGENDA <u>Recommended Motion</u> "BE IT RESOLVED THAT the January 26, 2016, OC Board open session meeting agenda is approved".	1:00 p.m.
2	DECLARATION OF CONFLICT	1:05 p.m.
3	CONSENT AGENDA	



Consent Agenda Resolutions  
Attachment A

Item 3.1

Recommended Motion

"BE IT RESOLVED THAT the November 24, 2015,

MINUTES OF REGULAR MEETING OF THE  
OKANAGAN COLLEGE BOARD OF GOVERNORS  
Open Session

Tuesday , November 24, 2015, 9 a.m.  
Room S103B, Kelowna Campus

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Members Present: T. Styffe (Chair)  
A .Beaumont  
C. Bransfield  
C. Denesiuk  
C. Derickson (arrived at 9:06 a.m.)  
C. Gerbrandt  
J. Hamilton (President)  
S. Johal (arrived at 9:06 a.m.)  
S. Jung  
J. Maciel  
D. Manning  
B. McGowan  
L. Thurnheer

Regrets: S. Lupul

Board Secretary: L. Le Gallee

Vice Presidents: R. Daykin  
A. Hay  
C. Kushner

Directors: A. Coyle

Observers: J. O'Brien (Administrative Association)  
T. Walters (OCFA)  
R. Vilene (BCGEU Support Staff)

Regrets: C. McRobb, BCGEU Vocational  
M. Moffat, Student Observers  
P. Bradley, Student Observer  
T. Thiessen, Student Observer

Guests: K. Rempel (item 9.1)

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There being a quorum present, the Chair called the meeting to order at 9 a.m.

1. APPROVAL OF AGENDA

Motion: C. Gerbrandt/D. Manning

"BE IT RESOLVED THAT the November 24, 2015, OC Board open session meeting agenda is approved" .

The Education Council submission to approve the new program 2D Animation was removed from the agenda.

MOTION CARRIED AS AMENDED

2. ELCTION OF CHAIR AND VICE CHAIR





9.3 Executive Committee (T. Styffe)

9.3.1 Board Mtido 815.cTj6i h(d)0.dot

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“BE IT RESOLVED THAT the Board approve the revision to the International Development Diploma, as recommended by Education Council and as presented”

MOTIONS CARRIED

10. VERBAL REPORTS

10.1 Board Chair Report (T. Styffe)

No report.

10.2 President’s Report (J. Hamilton)

The Okanagan College Business students have progressed to the first round of the University Intercollegiate Business Competition at Queens University. There are four teams: Finance, Debate, Management of Information Systems, and Marketing.

10.3 Governance Committee (L. Thurnheer)

The Committee met on November 10<sup>th</sup>, they approved membership to the Association of Governing Boards. Pre- meeting workshops were discussed for 2016 as well as the Board Governance Goals were revised. The Governance Goals are posted on MyOkanagan. The Committee will be reviewing all the Committee Terms of Reference, these will then be forwarded to each Committee for review and approval.

11. INFORMATION

11.1 Stable Enrolment Report (A. Coyle)

A more concise report, the interim FTE Report, will be available in March. The Interim FTE Report is submitted to the Ministry. Administration is predicting that the College will exceed government targets. Winter applications are strong at this point.

The following points were highlighted:

- x Arts headcount and programming credits are up over last year slightly;
- x University Studies enrolments are trending up;
- x ESL and ABE programming are fairly stable;
- x International numbers are up;
- x Space for the Welding program in Penticton is being finalized.

Presentations were made by the Board Chair, administration and the students to the Standing Committee on Finance with regard to fees for ABE/ESL. The recommendation is that the Treasury Board fund this program. It was noted by the Faculty Observer that the College will be the only institution in BC not charging for ABE.

12. TOPICS FOR NEXT MEETING

13. OTHER BUSINESS

14.



16. ADJOURNMENT

Motion to adjourn: B. McGowan/C. Gerbrandt

MOTION CARRIED

The meeting adjourned at 10:53 a.m.

# President's Report to the Okanagan College Board of Governors

January 2016

## Learner Readiness and Success

*f* Three Enactus students were voted third place at the Okanagan Changemakers second annual ChangeUP Pitch event held in December. The Business students Aaron Corriolan, Lexi Keen, and Cooper Simson walked away with a \$1,000 prize that will be put towards key Enactus projects and operating costs. The students competed alongside Big Brothers/Big Sisters, Clubhouse Childcare, Metro Moving, Shoe Bank Canada, and Soil Mate.

*f* Winter Convocation ceremonies were held on January 16<sup>th</sup> at the Kelowna campus. The  
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## Indigenization

- f* With the approval of the new Strategic Plan, we are moving forward on the development of the Indigenization Plan for Okanagan College. A chair Task Force volunteers and/or a project manager has been sent out to all employees

## Community Engagement and Service

- f* Okanagan College recently received two donated aircraft for training purposes in Vernon a Jetstream 31 from the Swanberg family of Alberta and a Metroliner II from Carson Air in Kelowna.
- f* The Joyce Foundation recently donated \$250,000 to the Okanagan College Foundation. The funds will be used to create entrance bursaries and augment existing financial aid for students in the College's Trades and Apprenticeship programs.
- f* In December, the Okanagan Summer Festival Society went public with their proposal to build a 5,500 seat amphitheatre on the Vernon Campus of Okanagan College.
- f* The 10<sup>th</sup> annual Western Canada RoboCup Junior competition was held at the Kelowna campus on Dec. 11<sup>th</sup> and saw 45 teams from 13 elementary and high schools compete in the day robotics event. The competition was hosted by the College's Electronic Engineering Technology department and its aim is to inspire Grade 5 to 12 students in the fields of computer programming and engineering skills. Students built robots that were able to play soccer, rescue a person victim, and dance to a beat.
- f* Students in the Foundation Carpentry/joinery class and their instructors recently made and installed.3 (i)-8.3(d) ( )

# Organizational Sustainability

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Education Council - Report to the Board  
December 2015/January 2016

Candidates for Graduation – December 3, 2015 Education Council meeting

Program	# of Students
Medical Administrative Assistant Certificate (BC Campus)	2
Welder Foundation Certificate (Out of sequence)	3
Welder Foundation Certificate (Kelowna) May 19 – November 27, 2015	14
Total	19

Candidates for Graduation – January 11, 2016 Education Council Operations Committee meeting

Program	# of Students
Automotive Service Technician Certificate (May 25 – December 18, 2015)	10
Associate of Arts Degree	14
Associate of Science Degree	2
Bachelor of Business Administration	50
BC Adult Graduation Diploma	8
Bachelor of Computer Information Systems	3
Business Administration Diploma	41
Business Administration Post Diploma Certificate	3
Business Studies Certificate	4
Business Administration Certificate	4
Civil Engineering Technology Diploma	26
Commercial Aviation Diploma	1
Computer Information Systems Diploma	5
Diploma in Criminal and Social Justice	5
Culinary Management Diploma	1
English for Academic Purposes	2
Early Childhood Education Certificate	1
Diploma in Environmental Studies	1
English as a Second Language	1
Human Kinetics Diploma	2
Human Service Work Diploma	3
International Development Diploma	2
Diploma in Journalism Studies	1
Mechanical Engineering Technology Diploma	21
Network and Telecommunications Engineering Technology Diploma	1
Pharmacy Technician Certificate	6
Post Baccalaureate Diploma in Accounting	1
Practical Nursing Diploma	27
Water Engineering Technology Diploma	19
Total	265

Candidates for Graduation – January 14, 2016 Education Council meeting

Program	# of Students
Aircraft Maintenance Engineer Category 'S' (Structures) Certificate	12
Electrician Pre-Apprenticeship Certificate (July 14)	

Education Council - Report to the Board  
January 2016

Education Council met on December 3, 2015, January 14, 2016 and approved 3 program revisions, 1 new course and graduands.

December 3, 2015 Education Council Meeting

Program Revision – Business Administration Diploma Marketing Option
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Recommended Motion: ,

BUAD 336 Services Marketing

Proposed course offerings - Second Year

BUAD 209 Business Law  
BUAD 262 Organizational Behaviour  
BUAD 264 Management Accounting

Plus one of:

BUAD 272 Business Simulation  
BUAD 293 Entrepreneurship

12 credits of specific option electives (see below)

Six (6) credits of open electives (non-business or business)

Note: (1) ECON 115 and ECON 125 may be substituted for BUAD 113 with three credits counting as required credits and three credits counting as elective credits.

Marketing Option

BUAD 176 Professional Selling  
BUAD 210 Introduction to Marketing Research

Plus two of:

BUAD 200 Digital Marketing  
BUAD 266 Advertising and Sales Promotion  
BUAD 278 Marketing Management  
BUAD 290 Introduction to Merchandising  
BUAD 291 Designing the Retail Environment  
BUAD 292 Merchandise Display Strategy  
BUAD 293 Entrepreneurship  
BUAD 297 Retailing  
BUAD 298 Small Business Management  
BUAD 336 Services Marketing

Proposed date of implementation: January 2016

Costs:

	One-time	Ongoing
Library	844.00	770.00

Program Revision – Bachelor of Business Administration Marketing Specialty
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Recommended Motion:

“BE IT RESOLVED THAT the Board approve the revision to the Bachelor of Business Administration Marketing Specialty , as recommended by Education Council and as presented”

Program revision

x Addition of courses  
x

Rationale:

New course is being added to the Business Administration Diploma - Marketing Option as an elective.

Program changes:

The revision is to the Marketing Specialty courses and only that section is included below.

Existing course offerings - Second Year

Marketing Specialty



Program Revision – Associate of Arts – English Emphasis
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Recommended Motion:

“BE IT RESOLVED THAT the Board approve the revision to the Associate of Arts: English Emphasis, as recommended by Education Council and as presented”

Program revision

x Program outline

x

Rationale:

Students can complete an Associate of Arts degree at Okanagan College by choosing to complete a specific disciplinary focus. One such option is the English emphasis, which currently requires that students complete six credits of second-year literature courses and twelve credits of creative writing (six first-year credits and six second-year credits) in addition to general AA degree requirements. The Department of English recommends revising this emphasis in the associate degree for reasons such as:

- The long-awaited implementation of a provincial flexible pre-major in English (see Appendix B). Most

ENGL 218 - Intermediate Workshop in Creative Writing





different number of credits or hours to complete a similar program. This means, when fees across institutions are compared, different tuition costs for seemingly similar ESL and ABE courses are evident.

Due to the fact that many of our students enroll in part-time study, the tuition rate on a ~~course~~ <sup>per course</sup> basis needs to be established, while factoring in the maximum tuition allowed for a student studying full-time.

ESL programming at Okanagan College includes courses in both English as a Second Language and English for Academic Programs (EAP).

Okanagan College ABE programming is equivalent to secondary school courses with Fundamental equivalent to grade 9 and below, Intermediate equivalent to grade 10, Advanced equivalent to grade 11 and OC Provincial equivalent to grade 12 levels.

At Okanagan College, ABE and ESL programming is measured in hours rather than credits. The following are the number of hours a student would be enrolled in for the year if studying full-time. The hours are by program and level:

ABE Fundamental	680 hours per year (340 hours per term)
ABE Intermediate, Advanced and Provincial	496 hours per year (248 hours per term)
ESL and EAP	= 590 hours per year (295 hours per term)

### Consultation Process



established for each discipline determine the equivalency between post-secondary institutions and with the K-12 sector. The BC Council on Admissions & Transfer is responsible for oversight of the process.

It appears that most colleges and teaching universities are charging at or near the maximum allowed by the province. There are four colleges below the maximum; all use credits to calculate tuition, and all have some of the lowest tuition rates in the province.

Financial Assistance for ABE & ESL Students

The province is providing tuition assistance through the Adult Upgrading Grant (AUG) to all students who demonstrate financial need. The grant is established to help with costs like tuition fees, books, supplies, transportation, and unsubsidized childcare costs. For the 2015/16 school year the income threshold is based

<u>Family Size</u>	<u>Income Level 2014</u>
1	\$23,647
2	\$29,439
3	\$36,192
4	\$43,941
5	\$49,839
6	

The resulting total tuition for a student who is defined as full-time would be no more than \$1,600 per semester or \$3,200 per annum. This is the maximum allowable tuition level and complies with the

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## English Advanced Level (Equivalent to English 11) Comparison

	Course	Tuition fees	Hours	Tuition /hour	Other information
Camosun College	ENGL 130	\$ 284.16	6	\$ 4.74	3 credits assigned
Capilano University	BENG 040	\$ 326.40	4	\$ 7.25	2 credits assigned
College of New Caledonia	ENG 045	\$ 533.33	13	\$ 3.95	3 credits assigned
College of the Rockies	ENGL 080	\$ 305.76	9	\$ 3.40	Distance version = \$405
Douglas College	ENGU 0455	\$ 586.20	12	\$ 4.89	6 credits assigned
Kwantlen Polytechnic University	Not offered				
Langara College	Not offered				
North Island College	ENG 052	\$ 220.00	4	\$ 4.89	2 credits assigned
Northern Lights College	ENG 040	\$ 532.80	12	\$ 4.44	
Northwest Community College	ENG 040	\$ 438.80	7	\$ 5.85	5 credits assigned
Selkirk College	ENGL 052 & 053	\$ 1,066.66	19	\$ 5.56	
University of the Fraser Valley	ENGL 081	\$ 334.83	7	\$ 4.78	3 credits assigned
Vancouver Community College	ENG 0861 & 0871	\$ 816.00	12	\$ 6.80	
Vancouver Island University	ENGL 047	\$ 320.00	7	\$ 4.27	
Okanagan College proposed	ENG 080	\$ 1,032.00	16	\$ 6.45	

### Sources:

- BCCAT Guide for equivalencies
- Post-secondary websites for hours and tuition fees

**English Intermediate Level (Equivalent to English 10) Comparison**

	Course	Tuition fees	Hours	Tuition fees/hour	Other information
Camosun College	ENGL 050	\$ 816.00	150	\$ 5.44	6 credits assigned
Capilano University	BENG 031	\$ 326.40	45	\$ 7.25	2 credits assigned
College of New Caledonia	ENG 030	\$ 533.33	135	\$ 3.95	3 credits assigned
College of the Fraser	ENGL 070	\$ 305.76	90	\$ 3.40	Distance version = \$405
Douglas College	ENGL 0355	\$ 586.20	120	\$ 4.89	6 credits assigned
Kwantlen Polytechnic University	Not offered				
Langara College	Not offered				
North Island College	ENG 035	\$ 220.00	90	\$ 2.44	3 credits assigned
Northern Lights College	ENG 030	\$ 532.80	120	\$ 4.44	
Northwest Corner Community College	ENG 030	\$ 438.80	75	\$ 5.85	5 credits assigned
Selkirk College	ENGL 10	\$ 533.33	96	\$ 5.56	
University of the Fraser Valley	ENGL 071	\$ 334.83	70	\$ 4.78	3 credits assigned
Vancouver Community College	ENG 0750 & 0752	\$ 816.00	120	\$ 6.80	
Vancouver Island University	ENGL 037	\$ 320.00	75	\$ 4.27	
Okanagan College - Penticton	ENG 070	\$ 1,032.00	160	\$ 6.45	

Sources:

- BCCAT Guide to equivalencies
- Post-secondary websites for hours and tuition fees

### Math Advanced Level (Equivalent to Mathematics 11) Comparison

	Course	Tuition fees	Hours	Tuition fees/hour	Other information
Camosun College	MATH 072 & 073	\$ 1,305.60	10	\$ 5.44	8 credits assigned
Capilano University	BMTH 043 & 044	\$ 326.40	5	\$ 7.25	2 credits assigned
College of New Caledonia	MATH 045	\$ 533.33	15	\$ 3.95	3 credits assigned
College of the Rockies	MATH 080	\$ 305.76	20	\$ 3.40	Distance version = \$405
Douglas College	MATU 0411	\$ 439.65	10	\$ 4.89	4.5 credits assigned
Kwantlen Polytechnic University	MATQ 1095	\$ 401.00	10	\$ 6.68	3 credits assigned
Langara College	Not offered				
North Island College	MATH 053	\$ 220.00	15	\$ 3.26	2 credits assigned
Northern Lights College	MATH 040	\$ 532.80	10	\$ 4.44	
Northwest Community College	MATH 0401 & 0402	\$ 351.04	10	\$ 5.85	4 credits assigned
Selkirk College	MATH 052 & 053	\$ 533.33	15	\$ 5.56	
University of the Fraser Valley	MATH 085	\$ 334.83	12	\$ 4.78	3 credits assigned
Vancouver Community College	MATH 0861 & 0871	\$ 816.00	10	\$ 6.80	
Vancouver Island University	MATH 045 & 046	\$ 640.00	10	\$ 4.27	
Okanagan College proposed	MATH 011	\$ 723.00	12	\$ 6.46	

Sources:

- BCCAT Guide for equivalencies
- Post-secondary websites for hours and tuition fees

## Sector Divisors Used to Calculate FTE's

Camosun College	600	hours
Capilano University	768	hours
College of New Caledonia	768	hours
College of the Rockies	450	hours
Douglas College	30	credits
Kwantlen Polytechnic University	768	hours
Langara College	30	credits
North Island College	750	hours
Northern Lights College	600	hours
Northwest Community College	768	hours
Selkirk College	768	hours
University of the Fraser Valley	540	hours
Vancouver Community College	768	hours
Vancouver Island University	560	hours
Okanagan College proposed	496	hours

### Source

- Post-Secondary Student Information Central Data Warehouse