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New Program Offering

Sustainable Construction Management Technology Diploma

Now there's more choice at Okanagan College for prospective students looking to get into the technologies. Applications are now being accepted for the September 2013 offering of the new three-year diploma program, Sustainable Construction Management Technology, at the Penticton campus. With the increasing demand for construction management technology professionals, this program will prepare students for a career in the building industry, working on everything from bridges to skyscrapers. Students will learn the technical, business and interpersonal skills needed to manage large infrastructure projects from planning through to completion.

If you're interested in learning more, visit the [Calendar](#) or call 250-492-4305 ext. 3219. There will also be an information session held on Tuesday, April 30 at 4 p.m. and webcast at klo-media-1.okanagan.bc.ca.

New Policy:

Electronic Communication Policy for Applicants and Students

The College wants to ensure communication with its students and applicants is timely and effective. The College communicates with students and applicants using electronic communication - in particular, email - in lieu of many paper-based processes. It is students' and applicants' responsibility to

read all email communication in a timely fashion and to ensure their email address on file with the College is current. View the policy [here](#).

Personal emails are the way to go

Having an accurate email address for every applicant and student is critical so that important information about their application, registration, financial aid, advising and other matters will land in the personal email inbox they check most frequently.

The steps to make changes to an email address are straightforward and are detailed in the [Electronic Communication Information for Students and Applicants](#) document. The document is also accessible through the Applicant and Student tabs in myOkanagan.

More on email addresses is covered in the following videos:

1. [How-to Update your Preferred Email Address](#)
2. [How-to Forward your myOkanagan Email Account](#)
3. [How-to Update your Email Address in Moodle](#)



Okanagan College
Registrar's Office

www.okanagan.bc.ca/registrar

April 2013

Education Council News

Below is a brief update on items approved at Education Council in April. Please view the *Items Approved* or *Minutes* to see details.

New Program

Power Line Technician Certificate

This 12-week program will prepare students for entry into the power distribution industry. After completion of the program, students will receive a certificate and may receive Level 1 technical training credit and work-based hours toward completion of the Power Line Technician apprenticeship program from the Industry Training Authority. Proposed date of implementation is June 2013.

Program Revision

Aircraft Maintenance Engineer Category S

Admission requirements changed to require an equivalent **Advanced** Level Adult Basic Education English course. Proposed date of implementation is June 2013.

Sheet Metal Worker

The program length has changed from 24 weeks to 20 weeks to align with the requirements set out by the Industry Training Authority. As well, course names and lengths have been changed to reflect the new program outline established by the ITA.

Proposed date of implementation is September 2013.

Computer Information Systems Diploma and Bachelor of Computer Information Systems

Courses will be added and deleted

to make room for a new course. Within the program outline in the Calendar, the list of courses suitable for electives will be clarified.

Proposed date of implementation is September 2013.

Audio Engineering and Music Production

The program description will be changed to reflect the revised curriculum and addition of two courses. The hours of the program have increased from 700 to 730. The subject code will change from AEP to AEMP to reflect the current name of the Certificate.

Proposed date of implementation is June 2013.

Diploma in Criminal and Social Justice

PSYC 270 - Statistics for Psychology - will be included as an additional statistics elective in the CSJ diploma program.

Proposed date of implementation is September 2013.

Associate of Arts: Discipline Emphasis

The Modern Languages department will replace SPAN 231 and SPAN 241 with SPAN 203 and SPAN 204.

Proposed date of implementation is September 2013.

Coures Deletions

- SPAN 241 - Reading and Translation

Course Revisions

- COSC 111 - Computer Programming I
- COSC 222 - Computer Data Structures
- COSC 224 - Projects in Computer Science
- COSC 341 - Human-Computer Interaction

New Courses

- BUAD 374 - Employment Law

- BUAD 461 - Applied Corporate Finance
- COSC 213 - Web Development with LAMP
- SPAN 203 - Oral Expression I
- SPAN 204 - Oral Expression II

The next regular Education Council meeting is scheduled for June 6, 2013.

Details of EdCo approvals can be found at: www.okanagan.bc.ca/edco.

Please note that all new programs and all program changes require Board approval.

April 2013

10-20 Final Exam period

23 Last day to submit final grades

May 2013

1 Summer office hours begin

6 Classes begin - Summer Session I, Last day to receive a refund of tuition fees for course drop

10 Last day to register for Summer Session I, Last day to drop a course, Last day to change registration status from audit to credit

20 Victoria Day (no classes)

24 Last day to submit a grade appeal to the Registrar's Office for Winter semester

31 Last day to withdraw from a course without academic penalty, Last day to change registration status from credit to audit

Summer Hours Begin May 1

Beginning on Wednesday, May 1, the Registrar's Office hours will change from 8:30 a.m. - 4:30 p.m. to 8 a.m. - 4 p.m. Monday to Friday. These hours will be in effect until September at which point they will return to 8:30 a.m. - 4:30 p.m.

Recruitment News

Recruiters are busy preparing for Jump Start, a series of sessions designed to help new students make a smooth transition to College through campus tours, advising sessions and culminating with orientation at the beginning of the Fall semester.

This year the one-day event Jump the Lines, which was held in Kelowna in past years, has been replaced with Ready..Set...Prep, encouraging students to come in throughout the month of August to prepare early for College.

Visit okanagan.bc.ca/jumpstart for more information.

Salmon Arm will welcome high school students to their campus for Experience OC on April 30, and Vernon will hold their Experience OC event on May 8.

On May 13 recruiters will be heading out to visit Grade 8 and 9 classes to present Taste of Technologies, an event which gives an introduction to the technologies programs offered at the College.

Recruiters will also be in Vancouver on May 14 for the B.C. Career Recruitment Fair.

Over the next three months, Planning 10 sessions will be held throughout the regions at local high schools. This is a chance for

recruiters to connect with Grade 10 students and help them get a jump start on planning their College education.

Fee Payment Deadlines

As a reminder, here is a list of upcoming fee payment deadlines:

Summer Session II (July 2013):

June 7, 2013 by 4 p.m.

Fall 2013 (September 2013):

August 16, 2013 by 4 p.m.

Winter 2014 (January 2014):

December 12, 2013 by 4 p.m.

Summer Session I (May 2014):

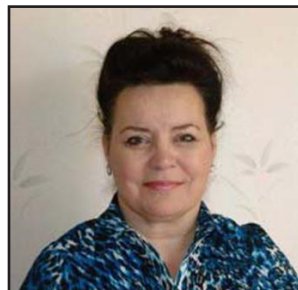
April 11, 2014 by 4 p.m.

Summer Session II (July 2014):

June 13, 2014 by 4 p.m.

Employee Achievements

The Registrar's Office congratulates **Heather Brown**, Admissions at the Kelowna campus, on the completion of her Master of Arts (Interdisciplinary Studies) at UBC-



Okanagan. Heather successfully defended her thesis in March. To read her thesis, Aging

Gracefully: A Case Study of Seniors in Kelowna's Housing Market, visit: <http://hdl.handle.net/2429/44147>.

Congratulations is also extended to **Janice Ulrich**, Admissions at the Vernon campus, for her nomination in the 2013 Employee Excellence Awards. Janice is nominated in

the Career Achievement category. Okanagan College employees are encouraged to attend the May 1st celebration to honour all the nominees!

Jane Muskens, Registrar, presented Darleen Lajeunesse, Switchboard Operator at the Kelowna campus, with a 10-year Dedicated Service Award from the B.C. Registrar's Association. Congratulations Darleen!



Small Changes to the Unofficial Transcript

There has been a small change to the unofficial transcripts students and staff access online. Comments that have previously been available only on official transcripts, such as absences and equivalencies, will now be visible on the unofficial transcripts.

Note:

Please note that the start date for the Winter semester in the 2013-14 Academic Schedule is correct. The start date of Saturday, January 4, 2014 was set for programs that run Saturday classes.

Schedules can be found at: okanagan.bc.ca/dates.

Sheri McKinley

Admissions Clerk - International, Kelowna

Describe a typical day: My day is filled with many different tasks. Most of them involve replying to emails from students who have applied to the College from countries all over the world. I explain the process involved in coming to Canada to study with us. I try my best to help them with all the questions and worries they may have when coming to a new country as a student. I can't even imagine the stress they are going through.

Favourite part of your job: My favourite part of the job is when I finally get to meet the students when they arrive at the College. I am always excited to meet them in person. I am a very lucky person to be able to meet such a diverse group of people, from so many different places and cultures.

Hobbies outside of work: I love to go camping with my family and friends and enjoy taking my dog for walks and hikes.

Dream vacation spot: My dream vacation would be to stay in a cabin in the woods on a lake. Hopefully in the future I will get to travel to some of the places our students are from.

Family: I am married with one son who is 16.

Where were you born/raised: I was born in Salmon Arm, but raised in the Lower Mainland. I moved to Kelowna in 1991.

How long have you worked at Okanagan College: Ten years – all with the International Education department.



International Student Admissions and Advising Centre

Renovations were recently done in the Welcome Centre in the Student Services building adjacent to the Registrar's Office to create a new International Student Admissions and Advising Centre. Inside, Sheri McKinley and Dianne Tanner welcome International students and work towards getting them admitted to the College and settled into life in Canada.

Dianne advises International students and assists them in developing their educational plan while they attend Okanagan College or with their plans to transfer to other institutions. Dianne also helps with recruitment, immigration, student orientations and registration.

Sheri assists International students primarily with applying and being admitted to the College. She stays in constant touch with students and/or their agents ensuring their applications are received, processing ESL letters and receiving payments. Sheri is also responsible for generating lists with numbers of students who attend the College by country, program, agent and semester.

Be sure to drop by their office to check out the new renovations and say hello.

Scheduling Office News

The Scheduling Office is now in the process of scheduling rooms for 2013-14 at the Kelowna campus. Draft 2 will be published April 27, 2013. Included with the Draft 2 reports will be instructor schedule reports by department, schedule reports of any block registered programs (Academic), and a report of instructors with back-to-back classes.

Inevitably with Draft 2 there will be some course sections that we have not been able to find rooms for. We have taken steps to try and reduce the impact of these on the schedule this year by requesting that departments schedule their classes on pattern where possible. We have also "right sized" rooms for courses that have had substantially lower enrolment than maximum enrolment capacity (for example a class with a max enrolment of 40, but has never had more than 20 students registered could be scheduled in a 20-seat classroom). Once we have identified those classes we are unable to find rooms for ("Conflicts") we will provide a report with Draft 2 to the relevant departments. We will also endeavour to provide possible solutions for the course sections. In an effort to manage the order in which the "Conflicts" are dealt with, we will be asking department chairs to submit a Scheduling Change request online through myOkanagan to either request specific changes or to arrange an appointment to meet with Kim to resolve "Conflicts." We will send a separate email to chairs and deans once this has been finalized.



The simulation of coordinated scheduling has also started and will be in progress while the live room scheduling is taking place. The expected results from the simulation will be due mid-May. Similar reports to those sent with the live schedule will be distributed and we will be holding feedback sessions to gather information to make improvements for a further simulation to take place over the summer.

We will be at this year's Connections event in Vernon presenting a session on scheduling:

Ubuntu – "I Am because We Are."

Join us to find out how the African Philosophy of Ubuntu relates to scheduling at the College.

If you have any questions or concerns please email timetable@okanagan.bc.ca.

Program Showcase

Recreation Vehicle Service Technician

Prospective students looking for an all-around trades training program may want to consider the Recreation Vehicle Service Technician program. Within this program students will cover about 15 different trades, including carpentry, joinery, cabinet making, electrical, plumbing, auto body repair, sheet metal, welding, and more.

All types of people are attracted to this program, from those who have never held a screwdriver to those who may have a background in the trades already. Some students are looking for a new career, while others might own their own RVs and are simply looking for the skills to maintain them. Why choose Okanagan College for your training facility? Okanagan College is the only RV training facility in Canada to offer both a foundation and full apprenticeship program and all three instructors in the program are trained RV Service Technicians themselves.

The College has also proven itself as a leader in the industry. When Texas State Technical College was setting up its own program, they flew to Kelowna to see how the program here was set up as an example for their own. Okanagan College instructors are also involved in collaborating with the Recreation Vehicle Industry Association on the textbooks used in class.

Job opportunities look good, according to Jon Itterman, an instructor at the College. "Historically, everyone who wants a job in the RV industry will get on," he says. "There are at least 15 job postings currently on our job board. Not all jobs are here in the valley, however, there are lots of companies hiring."

Salary expectations can be from \$14 - 30 per hour depending on experience.

For further information, please visit the [Calendar](#).

