Items Approved by Education Council
January 14, 2021

Executive: J Hamilton, A Hay, A Coyle, C Morcom, M K Oliver

Program revision:
      Program name – new name – **Basic Skills Certificate - A (BSCA) Program**

determine eligibility based on the following criteria. All students must:

Complete a level one reading assessment demonstrating recognition of the alphabet, a sight vocabulary of at least 25 words, and the ability to read pre-primer material at the level of instruction according to the Silvaroli Classroom Reading Inventory or demonstrate mature listening capacity and ability to communicate ideas by listening to a level 2 story from the Silvaroli Classroom Reading Inventory and

can only be accepted into the program when those specific accommodation needs have been addressed and met. The student may be required to attend with a qualified support person who will be required to participate in a learning contract. Students who have attended Okanagan College ASE courses between September 2005 and June 2008 will be given admission priority in order to complete their program.

Existing

Program Outline

Students will be supported by ASE instructors and their parents/caregivers to develop an Individual Learning Plan containing six core courses and six courses selected to meet individual interests and needs. Courses within the BSCA Program are not in a required sequence.
Courses will be offered in a variety of combinations at each centre. Students will be able to enter at any point and will graduate when they have completed the required combination of courses. ASE courses are skills- based and are adjusted to meet individual student need. Course work begins at each student's level of competency. Skills aimed at and achieved will vary according to the needs, goals, and abilities of

BSCA students must complete:

Two courses of any combination of LSIN 009 Visual and Verbal Literacy for the Real World and LSIN 010 Basic Academic I: Literacy

Two courses of LSIN 010A Basic Academic I: Math

One course of LSIN 020 Human Relations

One course of LSIN 017 Workplace Awareness I: Literacy

The remaining six courses will be an individualized combination of:
LSIN 010 Literac

Basic Skills Certificate B
Program revision:
        Program name – new name **– Basic Skills Certificate-B (BSCB) Program**
        Program description
        Admission requirements
        Graduation requirements
        Addition of courses
        Program outline
Rationale:
The ASE Department needs to create a program outline that is consistent across ASE Programs in both language and formatting and reflects current practice.

Tasks) with a 90% or better in accuracy and 75% or better in comprehension.

- Have the ability to learn and participate in a group setting.

be given admission priority in order to complete their program.	

Graduation requirements:

Existing	Proposed
Completion of 10 core courses and two electives (12 courses). Courses must be completed within a maximum of four years unless there are special circumstances and approval of the department. Students must achieve a minimum passing grade of 50% in each course with an overall average of a minimum of 70%.	Completion of 10 core courses and 2 elective courses (12 courses in total). Courses must be completed within a maximum of four years unless there are special circumstances, upon recommendation of the department and approval of the Dean. Students must achieve a minimum passing grade of 50% in each course with an overall average of 70%. Graduating or past PACE students may use the following 6 LSPM courses as replacements for the following 6 BSCB courses where up to 2 BSCB courses are still required to graduate from the BSCB Program. **BSCB Course** **PACE Course** 1 of Literacy Workplace Awareness 2 or 3 or LSPM 005 Career Exploration

Program outline:

Existing	Proposed

Program Outline
 	
Students must apply for admission to the Advanced Skills Certificate program before the beginning to their final semester of this program. Students have a maximum of two years to complete the Advanced Skills Certificate program.
 	
Core Courses
LSIN 011B Literacy - English
2 LSIN 013 Literacy - English
3
LSIN 018 Literacy - Workplace Awareness
2 LSIN 019 Literacy - Workplace Awareness
3 LSIN 010A Numeracy - Mathematics I
LSIN 011A Numeracy - Mathematics
2 LSIN 020 Human Relations
 	
Core or Elective
LSIN 012A Basic Computer Skills
A LSIN 034 Banking and Budgeting
 	
Electives
LSIN 012A Basic Computer Skills
A LSIN 012B Basic Computer Skills B LSIN 015 Express Yourself
LSIN 016 Writing Your Life
LSIN 022 Rights and Responsibilities LSIN 023 Health and Safety
LSIN 024 Safety and Driver Training LSIN 026 Community Awareness LSIN 027 Social Communication LSIN 029 Consumer Awareness LSIN 030 Cooking
LSIN 034 Banking and Budgeting LSIN 036 General Science
LSIN 037 History of People with Intellectual Disabilities in BC
	<mark>Basic Skills Certificate – B (BSCB)</mark> Program Outline
	
	Students are required to complete 10 core courses and 2 electives (12 courses in total). Courses within the BSCB Program are not in a required sequence. Courses will be offered in a variety of combinations and a variety of lengths at each centre. Eligible students will be able to enter at the beginning of any semester if space is available.
	
	ASE courses are skills based and adjusted to meet individual student need. Course work begins at each student's level of competency. Skills aimed at and achieved will vary according to the needs, goals, and abilities of the students. To continue skills development, and to complete the BSCB program, students are required to take core courses more than once.
	
	Students may attend full-time (three courses per semester) or part-time in order to accommodate the needs of students for whom part-time participation is most appropriate. Individual, stand-alone courses will still be available. Students will have a maximum of four years to complete the program (except under special circumstances ,upon recommendation of the department and with permission of the Dean).
	
	Special Circumstances:
	Under special circumstances students will be allowed to take longer than four years to complete their program.
	
	Circumstances may include:
	
	    Lengthy illness - supported by medical documentation
	
	    Disability-related barriers (mobility/strength/ability to sustain work focus) which necessitate a slower pace
	
	    Lack of necessary disability-related support (Individualized Support Worker and/or equipment) which causes a break in attendance
	
	    Lack of available courses at the centre

BSCB students must complete:
(courses are taken more than once)

Three semesters of
LSIN 011B Literacy - English 2
and/or

Advanced Skills Certificate
Program revision:
>   **Program name –** new name **– Advanced Skills Certificate (ASC) Program**
>   **Program description**
>   **Admission requirements**
>   **Graduation requirements**
>   **Addition of courses**
>   **Program outline**

Rationale:

The ASE Department needs to create a program outline that is consistent across ASE Programs in both language and formatting and reflects current practice.

In addition, the program outline needs to be updated to include the Electives list from the original EDCO approved documents of 2008; to include new courses LSIN 036 General Science and LSIN 037 History of People with Intellectual Disabilities in BC added and approved after 2008 and course name changes approved since 2008; and to indicate newly deleted and revised courses (approved at Ed Co Sept17, 2020) .

The maximum length of this program has been changed from two years to three years to reflect best practice.

There has been a change to Admission Requirements to include language regarding admission of students with Special Circumstances, consistent with BSCA and BSCB, as well as department recommendation of student eligibility based on student demonstration of maturity and continued academic growth.

Graduation Requirements have been amended to include the length of the ASC Program from 2 to 3 years, to add language limiting the number of courses that can be replaced by completed PACE courses and a list of Core and Elective Courses has been included.

Program description:

Existing:

This full-time, two-year program is for students who have successfully completed the Basic Skills Certificate - B (BSCB) program, have demonstrate continued growth in their learning, and are committed to full-time attendance. ASC students are expected to demonstrate maturity, independence, and personal responsibility as learners and members of the OC community. In the Advanced Skills Certificate (ASC) Program, course work continues to focus on literacy and math skills, self-management and interpersonal skills, creativity and self-expression, workplace awareness, and skills for increasing independence.

Proposed:

The Advanced Skills Certificate (ASC) Program supports students who have completed the Basic Skills Certificate- B (BSCB) Program, have demonstrated continued growth in their learning and wish to continue their post-secondary education. ASC students are expected to demonstrate maturity, independence, and personal responsibility as learners and members of the Okanagan College community.

In the ASC Program, course work continues to focus on literacy and math skills, self-management and interpersonal

2 ASC courses are still required to graduate from the Advanced Skills Certificate (ASC) Program.

ASC Course		PACE Course
One of Literacy - Workplace Awareness 2 or 3	or	LSPM 005 Career Exploration
Two Human Relations Interpersonal Workplace	or	LSPM 003 Workplace Skills A and LSPM 004 Interpersonal Skills B
One of Literacy - English 2 or 3	or	LSPM 001 Strategies for Success A
Two Electives	or	LSPM 002 Strategies For Success B
		and LSPM 007 Working World A
or		LSPM 008 Working World B

Note to Students:

Students must apply for admission to the ASC (Advanced Skills Certificate) Program before the beginning to their final semester of BSCB. Students have a maximum of three years to complete the ASC Program.

Existing

Program Outline

Students are required to complete twelve courses, nine core courses and three electives. Courses within the ASC program are not in a required sequence. Courses will be offered in a variety of combinations and a variety of lengths at different centres. Eligible students will be able to enter at the beginning of any semester if space is available. ASE courses are skills-based and are adjusted to meet individual student need. Course work begins at each student's level of competency. Skills aimed at and achieved will vary according to the needs, goals, and abilities of the students. To continue skills development, and to complete the ASC program, students are required to take core courses more than once. Students must attend full-time (three courses per semester). With permission from the department, and as courses are available, students may choose up to four additional electives. Students will have a maximum of two years to complete the ASC Program.

Special Circumstances: Under special circumstances students will be allowed to take longer than two years to complete their program. Circumstances may include:

> Lengthy illness - supported by medical documentation

> Lack of available courses

ASC Students must complete:

Three courses of any combination of: LSIN 011B Literacy - English 2 LSIN 013 Literacy - English 3 LSIN 016 Writing Your Life LSIN 018 Literacy - Workplace Awareness 2 LSIN 019 Literacy - Workplace Awareness 3

One course of either: LSIN 018 Literacy - Workplace Awareness 2 LSIN 019 Literacy - Workplace Awareness 3

Four courses of Basic Academics II: Math LSIN 011A Numeracy - Mathematics 2

Proposed

Advanced Skills Certificate (ASC) Program Outline

Students are required to complete 12 courses, 9 of which are core courses and 3 of which are electives. Courses within the ASC Program are not in a required sequence. Courses will be offered in a variety of combinations and a variety of lengths at each campus. Eligible students will be able to enter at the beginning of any semester if space is available.

ASE courses are skills based and are adjusted to meet individual student need. Course work begins at each student's level of competency. Skills aimed at and achieved will vary according to the needs, goals, and abilities of the students. To continue skills development, and to complete the ASC program, students are required to take core courses more than once.

Students may attend full-time (three courses per semester) or part-time in order to accommodate the needs of students for whom part-time participation is most appropriate. Students will have a maximum of three years to complete the ASC Program. Under special circumstances, recommendation of the department and with permission of the Dean, students will be allowed to take longer than three years to complete their program.

Circumstances may include:

> Lengthy illness - supported by medical documentation

> Lack of available courses

Special Circumstances:

Students who lack appropriate documentation may r

Items approved at the January 12, 2021 Operations Committee meeting

Adult Basic Education (ABE)

Kelowna, Salmon Arm, Penticton (August 2021)

2021