

## PCOL REPORT TO SENATE

The Planning Council for Open Learning met on 9 December, 2015, and approved the admission and residency requirements for the following Open Learning programs:

### NEW PROGRAMS

#### a) Graduate Certificate in Educational Studies

##### Admissions Requirements

Applicants will be expected to meet the following criteria:

- Four-year undergraduate degree from an accredited institution
- Minimum GPA of 2.5 on a 4.33 point scale
- IELTS of 6.0 (no bands below 5.5 or equivalent)
- Letter of intent (not required for non-program students taking courses)
- Three letters from professional or academic referees (not required for non-program students taking courses)

##### Residency Requirements

- A minimum of 50% TRU credits (distance or on campus)
- PLAR cannot be used to meet residency requirements

Residency is consistent with the residency requirement for the Graduate Certificate in Business Studies, and also with the residency requirements for the Masters of Business Administration. The program comprises 3 courses, so 50% residency means 2 of the 3 courses have to be taken with Open Learning. PLAR is allowed, but it cannot be used to meet residency requirements. At the undergraduate level, PLAR always counts for residency, but at the graduate level, it does not. That decision was made by PCOL and is reviewed annually.

On motion duly made and adopted, it was RESOLVED to approve the admission and residency requirements for the Graduate Certificate in Educational Studies.

#### b) Masters of Education

##### Admission Requirements

- Applicants must be graduates of a four-year baccalaureate degree or equivalent
- Minimum GPA of 3.00 on a scale of 4.33.
- IELTS of 6.5 (no bands below 6.5 or equivalent)

- Personal resume. (Personal resume not required for non-program students taking courses)
- Non-program students will not be allowed to register for the Capstone, Research Design, Thesis course or project. After this, if they want to continue, they need to apply to be considered for the program.  
At this point they need to submit:
  - A letter of intent (not required for non-program students taking courses)
  - Two letters of reference

#### Residency Requirements

- 50% residency required
- PLAR cannot be used to meet residency or thesis requirements

A personal resume is not required for non-program students taking courses.

On motion duly made and adopted, it was RESOLVED to approve the admission and residency requirements for the Masters of Education as amended.

## **NEW COURSES**

### **Graduate Certificate in Educational Studies (GCES) Courses**

- a) EDUC 5001 Learning about Learning  
Pre-requisites: Meets the admission requirements to the TRU GCES Level I or GCES Level II
- b) EDUC 5XX1 Writing in a Graduate Context  
Pre-requisites: Meets the admission requirements to the TRU GCES Level I or GCES Level II
- c) EDUC 5601 Research Institute: Language, Culture, and Community  
Pre-requisites: Meets the admission requirements to the TRU GCES Level I or GCES Level II

On motion duly made and adopted, it was RESOLVED to approve the admission requirements for the above courses.

### **Master of Education Courses**

- d) EDUC 5021 Philosophy and History of Education  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. Program
- e) EDUC 5041 Diversity: Constructing Social Realities  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. Program

- f) EDUC 5441 Understanding and Managing Conflict  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- g) EDUC 5421 Legal Issues in Education  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- h) EDUC 5401 Principles and Processes of Educational Leadership  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- i) EDUC 5461 Educational Management  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- j) EDUC 5991 Special Topics  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- k) EDUC 5591 Ethics in Counselling  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program in Counselling
- l) EDUC 5031 Curriculum, Teaching, and Learning  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- m) EDUC 5XX1 Inquiry Across the Curriculum  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program
- n) EDUC 5XX1 Learning Through Play  
Pre-requisites: Meets the admission requirements to the TRU M.Ed. program

On motion duly made and adopted, it was RESOLVED to approve the admission requirements for the above courses.

## **COURSE CHANGES**

ANES 4101 Clinical Anesthesia

### **Current pre-requisites:**

ANES 4001, 4011, 4021, 4031 current ACLS certification and current enrolment in the Anesthesia Assistant program.

### **Proposed pre-requisites:**

ANES 4001, ANES 4011, ANES 4021, ANES 4031, ANES 4003, ANES 4005, ANES 4061, ANES 4071, \*\* (PCOL added "current ACLS certification and current enrolment in the Anesthesia Assistant Program")

ANES 4101 is the clinical practicum, and we do not want students to take this course unless they have completed the prerequisite courses because of the health and safety of our students and clients.

\*\* After discussion, PCOL amended the prerequisites by adding, “current ACLS certification and current enrolment in the Anesthesia Assistant Program”.

On motion duly made and adopted, it was RESOLVED to approve the admission requirements as amended for ANES 4101.

## PROGRAM CHANGES

### a) Health Care Assistant Certificate

Current Requirements track changes to Proposed Requirements

#### Admission Requirements

- ~~• The HCA Certificate program meets the requirements for registration with the BC Care Aid Registry.~~
- ~~• PLAR applies~~

Prior to being admitted to the program, applicants must meet the following:

#### ~~Educational Requirements~~

- Successful completion of Grade 10 required; completion of Grade 11 strongly recommended
- Grade 10 English or equivalent required; Grade 11 English or equivalent is strongly recommended.
- ~~• English Competency Requirement for non-native English speakers as per the BC Care Aide Registry Requirements: See [http://www.cachwr.bc.ca/getattachment/Educators/English-Language-Competency\\_HCA-Program-Entry.pdf.aspx](http://www.cachwr.bc.ca/getattachment/Educators/English-Language-Competency_HCA-Program-Entry.pdf.aspx) A demonstrated ability to speak, read, comprehend and write English at a minimum Grade 10 level.~~
- ~~•~~
- **General Admission Requirements**
- Ability to use the computer and Internet at a basic skill level.

#### Admission Recommendations

~~Volunteering or experience working with the elderly~~

Volunteering in a residential care facility, especially with seniors, is strongly recommended

Discussion with a home support worker

#### Additional Admission Requirements

Following formal program admission and prior to enrolment in lab or practice course:

- ~~A Satisfactory and current Criminal Record Check (CRC) (see page 83). A clear CRC is a pre-practicum and pre-employment requirement of most agencies~~
- ~~A signed Health Status Declaration form: a signed form must be submitted~~
- Standard First Aid
- ~~Red Cross Emergency First Aid with~~ CPR Level C (or equivalent) or CPR-HCP Certificate within the last two years
- Up-to-date Immunization Record: required for the practice course
- Food Safe Certificate Level 1
- WHMIS Certificate

The prospective HCA student should be in good health with no back problems.

It is important that the prospective Health Care Assistant demonstrate a caring and interested attitude toward older adults and physically challenged persons and be willing to work with these clients and their families to encourage independence. Flexibility and maturity are desirable characteristics of a Health Care Assistant.

#### Residency Requirements

A minimum of 6 TRU credits (distance or on-campus), specifically HLTH 1155 (skills practicum) and 1301 (Practice Experience in Multi-level or Complex Care

After discussion, it was agreed to delete "(see page 83) from the description of admission requirements, as the page numbers may change.

On motion duly made and adopted, it was RESOLVED to approve the admission requirements as amended for the Health Care Assistant Certificate.

#### **NEW COURSES – FOR INFORMATION ONLY:**

- a) BLAW 3921 Employment Law  
Pre-requisites: BLAW 2911 and HRMN 2821 are recommended
- b) HRMN 3831 Human Resource Planning and Staffing  
Pre-requisites: HRMN 2821 is recommended
- c) HRMN 4831 Total Rewards  
Pre-requisites: HRMN 2821 is recommended
- d) HRMN 4841 Organizational Learning, Training and Development  
Pre-requisites: HRMN 2821 is recommended

- e) HRMN 4891 Selected Topics in Human Resource Management  
Pre-requisites: HRMN 3831 and HRMN 3841 are recommended
- f) ORGB 3811 Organizational Theory and Design  
Pre-requisites: ORGB 2811 and CMNS 1290 are recommended
- g) ANES 4003 Airway Management  
Pre-requisites: It is highly recommended that the student be an RRT, RN, MD or an equally qualified individual with at least one year of clinical experience prior to taking this course. A background as an AA, RRT, RN, MD or equivalent is strongly recommended. Taking this course does not imply admission to the Anesthesia Assistant program.
- h) ANES 4005 Anesthesia Adjunct Equipment  
Pre-requisites: It is highly recommended that the student be an RRT, RN, MD or an equally qualified individual with at least one year of clinical experience prior to taking this course. A background as an AA, RRT, RN, MD or equivalent is strongly recommended. Taking this course does not imply admission to the Anesthesia Assistant program.
- i) ANES 4061 Anesthesia Professional Skills  
Pre-requisites: It is highly recommended that the student be an RRT, RN, MD or an equally qualified individual with at least one year of clinical experience prior to taking this course. A background as an AA, RRT, RN, MD or equivalent is strongly recommended. Taking this course does not imply admission to the Anesthesia Assistant program.
- j) ANES 4071 Research Skills for Anesthesia Assistants  
Pre-requisites: It is highly recommended that the student be an RRT, RN, MD or an equally qualified individual with at least one year of clinical experience prior to taking this course. A background as an AA, RRT, RN, MD or equivalent is strongly recommended. Taking this course does not imply admission to the Anesthesia Assistant program.

#### **PROGRAM CHANGES – FOR INFORMATION ONLY:**

- a) Certificate in Information Technology

**Current**

Admissions Requirements

Provincial Grade 12 Diploma or equivalent (additional prerequisites may be required for optional courses)

**Proposed**

Admission Requirements

Provincial Grade 12 Diploma or equivalent is recommended

**COURSE CLOSURES – FOR INFORMATION ONLY:**

**(these courses comprised programs that were closed and listed below)**

- a) APEC 1611 Introduction to First Nation Taxation
- b) APEC 1621 Establishing First Nation Tax Rates and Expenditures
- c) APEC 1641 Administration: Tax Notices, Collecting and Enforcement
- d) APEC 1611 Introduction to First Nation Taxation
- e) APEC 1621 Establishing First Nation Tax Rates and Expenditures
- f) APEC 1641 Administration: Tax Notices, Collecting and Enforcement
- g) APEC 1651 Communications, Tax Payer Relations and Dispute Resolutions
- h) APEC 1661 Service Contracts and Joint Agreements
- i) APEC 1681 Capital Infrastructure and Debenture Financing
- j) APEC 2641 Residential and Commercial Development on First Nation Lands
- k) APEC 2651 Investment Facilitation on First Nation Lands

**PROGRAM CLOSURES – FOR INFORMATION PURPOSES ONLY:**

- a) Certificate in First Nation Taxation, Open Learning
- b) Certificate in First Nations Applied Economics, Open Learning