

SIMON FRASER UNIVERSITY

S.79-89

MEMORANDUM

SENATE

From SENATE COMMITTEE ON UNDERGRADUATE STUDIES

H. M. EVANS, SECRETARY

Subject EXTENDED STUDIES DIPLOMA - PROPOSED
CHANGES AND ADJUSTMENTS

Date SEPTEMBER 12, 1979

Action undertaken by the Senate Committee on Undergraduate Studies at its meeting of September 11, 1979 leads to the following motion:

MOTION: "That Senate approve the proposed changes and adjustments for the Extended Studies Diploma as reflected on the document, page 6, revision approved by SCUS September 11, 1979 (S.79-89)."

General Background Information

1. The Extended Studies Program proposal when introduced was reviewed and approved by the Senate Committee on Continuing Studies, the Senate Committee on Academic Planning, and the Senate Committee on Undergraduate Studies. It was forwarded to Faculties for comment and again considered by SCUS with development of Program operations following discussions with the pertinent bodies. It was considered by Senate on July 4, 1977 and referred back to SCUS with some changes and with request for clarification of the role of the faculty advisor/coordinator and other necessary changes including the proposed calendar entry on page 6 of the document. SCUS incorporated modifications and Senate, with revisions, gave approval under Paper S.77-97.

This present paper is concerned primarily with changes to page 6 of that earlier document and for reference convenience a copy of that earlier page 6 is provided herewith as Appendix I.

2. When recommendations were first submitted to Senate it was recognized that some items had not been addressed fully and that this would occur later after some experience with the program.

A working committee was established from those engaged directly with the diploma programs, with a representative from each Faculty, to address a number of issues to prepare recommendations for consideration by SCUS and Senate. The members were Ken Conibear (Arts), Marvin Wideen (Education), Basil McDermott (Interdisciplinary Studies), Louis Petersen (Science), Dennis Foth (Continuing Studies), Marilyn Cairns (Academic Advice), H. Evans (Registrar), Jack Blaney as Chairman (Continuing Studies). Meetings were held in early Spring and early Summer of this year with extensive discussion and with much of the secretariat and organizing work carried out by D. Foth.

For clarification the recommendations submitted to SCUS, with brief rationale, are attached as Appendix II. Those which were approved by SCUS have been incorporated in the paper entitled page 6, Revision approved by SCUS, September 11, 1979 which is now recommended to Senate for approval.

In original discussions leading to the introduction of this diploma and in the more recent discussions there continues to be emphasis on expectation that award of the document will represent appropriate rigor and structure of programs and not a mere accumulation of courses, but without undue restrictions. Advisors and Faculty Committees should be cognizant of this intent.

FOR SENATE CONSIDERATION

- 6 -

Revision approved by
SCUS - September 11, 1979

In summary, diploma requirements are proposed as follows with appropriate calendar entry:

(a) Admission

The minimum requirements for admission to the Extended Studies Diploma Programme are as follows:

- (1) a bachelor's degree with a graduation grade point average of 2.0 from a recognized university or the equivalent;

Note: Grades in university level course work undertaken subsequently to the bachelor's degree will be considered for admissibility to the Diploma programme.

- (2) a statement of the student's objectives in undertaking the Diploma Programme

(b) Programme Requirements

- (1) 30 credit hours in Upper Division courses (and Graduate* courses) approved through a designated faculty adviser/coordinator by the faculty Extended Studies Diploma committee;
- (2) a minimum of 15 of the 30 hours in a discipline or subject matter area which most closely fits the learning goals of the student;
- (3) such Lower Division study as may be required through non-waived course prerequisite regulations over and above the hours directly applicable to the Diploma;
- (4) Programme completion within five years of admission. Petitions for Diploma credit for course work completed more than five years prior to the date of admission will normally not be considered.
- (5) the attainment of a grade-point average of 2.50 on courses used for the Diploma.

The average required for the Extended Studies Diploma Programme will be calculated on all successfully completed required courses used for credit towards the credential, excluding duplicate courses. In case of a duplicate course, the higher grade will be used.

(c) General

- (1) The Extended Studies Diploma may be taken more than once in a person's lifetime;
- (2) Transfer credit for work done at other institutions, before or after admission to the program, may be approved towards fulfillment of the programme provided that at least 18 of the 30 required upper division credits, including at least 9 in the student's area of concentration, be taken at Simon Fraser University.

Note: Transfer credit will normally only be valid for approved courses taken within 10 years of the Diploma student's completion semester.

- (3) Transfer credit for use towards the Diploma shall be granted only on the approval of the Registrar, the appropriate Faculty Extended Studies Diploma Committee, and the Dean of the appropriate Faculty.
- (4) Credit for work done at Simon Fraser University or transfer credit for work done elsewhere prior to admission to the programme may be approved towards fulfilment of the programme provided that at least 15 of the 30 required upper division credits, including at least 8 in the student's area of concentration, normally be taken after admission to the programme. Exceptions may be approved by the Faculty Extended Studies Diploma Committee for individuals who have been undertaking a formal programme of the University.

* Note: Enrolment in a Graduate course shall require permission of the instructor and a CGPA of 3.0, or permission of the Departmental Graduate Studies Committee.

In summary, diploma requirements are proposed as follows with appropriate calendar entry:

(a) Admission

The minimum requirements for admission to the Extended Studies Diploma Programme are as follows:

- (1) a bachelor's degree with a cumulative grade point average of 2.0 from a recognized university or the equivalent;
- (2) a submitted statement of the student's objectives in undertaking the Diploma Programme.

(b) Programme Requirements

- (1) 30 credit hours in Upper Division courses (and Graduate* courses) approved through a designated faculty advisor/coordinator by the faculty Extended Studies Diploma committee;
- (2) a minimum of 15 of the 30 hours in a discipline or subject matter area which most closely fits the learning goals of the student;
- (3) such Lower Division study as may be required through non-waived course prerequisite regulations over and above the hours directly applicable to the Diploma;
- (4) Programme completion within five years of admission;
- (5) the attainment of a grade-point average of 2.50 on courses used for the Diploma.

(c) General

- (1) The Extended Studies Diploma may be taken more than once in a person's lifetime;
- (2) Up to 12 credit hours may be earned at another university, conditional upon prior approval by the student's advisor. Only 6 of these 12 credit hours may be in the student's area of concentration.

* Note: Enrolment in a Graduate course shall require permission of the instructor and a CGPA of 3.0, or permission of the Departmental Graduate Studies Committee.

RECOMMENDATIONS PERTAINING TO THE EXTENDED STUDIES DIPLOMA PROGRAM

The following recommendations, proposed in the form of motions and footnotes, are intended to enhance, clarify, and, in some cases, replace the current regulations governing the Extended Studies Diploma Program (S77-97). The recommendations have been developed and approved, in consultation with the Registrar, by a working group consisting of each Faculty's Extended Studies Diploma Program adviser and representatives of Continuing Studies and the Academic Advice Centre.

MOTION 1. (New - Program Requirements section of S77-97)

Course credit towards the requirements of the Extended Studies Diploma Program will not normally be granted for supplementary or extra course work completed concurrently with an undergraduate or graduate degree program.

Failed

MOTION 2. (New - enhances b.5 of Program Requirement section of S77-97)

The average required for the Extended Studies Diploma Program will be calculated on all successfully completed required courses used for credit towards the credential, excluding duplicate courses. In case of a duplicate course, the higher grade will be used.

Carried

MOTION 3. (Revision to a.1 of Admission section of S77-97)

a bachelor's degree with a graduation grade point average of 2.0 from a recognized university or the equivalent.

Footnote to MOTION 3.

Grades in university level course work undertaken subsequently to the bachelor's degree will be considered for admissibility to the Diploma program.

Carried

MOTION 4. (Revision to a.2 of Admission section of S77-97)

a statement of the student's objectives in undertaking the Diploma Program.

carried

MOTION 5. (Enhances b.4 of Program Requirement section of S77-97)

Program completion within five years of admission. Petitions for Diploma credit for course work completed more than five years prior to the date of admission will normally not be considered.

carried

MOTION 6. (New - replaces c.2 of General section of S77-97)

Transfer credit for work done at other institutions, before or after admission to the program, may be approved towards fulfillment of the program provided that at least 18 of the 30 required upper division credits, including at least 9 in the student's area of concentration, be taken at Simon Fraser University.

Footnote to Motion 6.

Transfer credit will normally only be valid for approved courses taken within 10 years of the Diploma student's graduating semester.

carried

MOTION 7. (New - General section of S77-97)

Transfer credit for use towards the Diploma shall be granted only on the approval of the Registrar, the appropriate Faculty Extended Studies Diploma Committee, and the Dean of the appropriate Faculty.

carried

MOTION 8. (New - General section of S77-97)

Credit for work done at Simon Fraser University or transfer credit for work done elsewhere prior to admission to the program may be approved towards fulfillment of the program provided that at least 15 of the 30 required upper division credits, including at least 8 in the student's area of concentration, normally be taken after admission to the program. Exceptions may be approved by the Faculty Extended Studies Diploma Committee for individuals who have been undertaking a formal program of the University.

carried

D. Foth

D. Foth
1979.06.12

Rationale and Explanation of the Motions

MOTION 1. Consistent with the original proposals the Committee believes that the diploma program should not be merely an accumulation of credits but that it should represent some care in developing a useful study plan usually following after degree-completion and experience. Some members proposed that no credits taken before direct entry to the program be accepted, but final consensus was that such a regulation would be unnecessarily restrictive. The recommendation represents a middle position. In addition there would be unnecessary difficulties in attempting to extract non-used credits taken with degree studies other than in special cases.

MOTION 2. The new wording clarifies the method of calculating the average needed to qualify for the credential and uses the same principles as apply for graduation on an undergraduate degree program.

MOTION 3. The wording proposed would recognize the graduation degree requirement for any SFU student who wished to proceed and would apply that standard to others. The present wording would make some SFU bachelor's graduates ineligible to proceed with a diploma program.

FOOTNOTE TO

MOTION 3. The wording proposed would permit recognition for entry of students whose earlier degree record would not have qualified them for entry but whose subsequent work would do so. It would parallel the principles applied to graduate admission. It also could restrict entry if work subsequent to degree studies was clearly unsuccessful, until such time as an acceptable standard was obtained overall.

MOTION 4. The requirement in all cases of a "submitted statement" is unnecessary. Discussion with an advisor may quickly establish that admission should be encouraged.

MOTION 5. Attention is drawn to the explanation for Motion 1. Again the committee believes the program should not be mere credit adding but should reflect a reasonably structured plan. In exceptional circumstances consideration could be given to clearly related work.

MOTION 6. This regulation is designed to ensure that if an SFU credential is to be awarded that at least a minimum amount of work has been taken and assessed through this institution, with at least a minimum amount in the area of concentration. It parallels the principles applicable on majors and minors on undergraduate degree programs.

MOTION 7. The wording is to ensure that an applicant does not assume that work done elsewhere will automatically apply to the program. The normal principles applicable to transfer credit would be applied, whilst also ensuring that the work can be used appropriately on the proposed program.

MOTION 8. Attention is drawn to the explanation for Motions 1 and 5. Intent is to ensure that there is structure to a program and that there is not merely an accumulation of credits. It is designed also to permit review by the appropriate Faculty body to consider any case where a student may have been working on a graduate degree, or other approved advanced program, to transfer successful studies to a diploma program if it is necessary to discontinue the degree study. It is not designed to be an escape route for non-successful graduate study and careful review by the Faculty body would be expected before granting approval. The principle would parallel that applicable on some shifting in graduate degree programs and in undergraduate degree programs.