

LIFELONG LEARNING

MEMO

Office of the Dean
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| ATTENTION Senate | TEL 25138 |
| FROM Helen Wussow, Dean, Lifelong Learning | |
| RE 2012/13 Senate Committee on Continuing Studies Annual Report to Senate | |
| DATE October 25, 2013 | |

Please find enclosed for Senate's information, the Senate Committee on Continuing Studies' Annual Report for 2012/13.

As always, the Committee energetically undertook the review of new noncredit certificate programs and modifications to existing offerings. It rewrote its terms of reference, which were later sent to Senate and approved. Furthermore, the Committee reviewed and crafted a final version of the revised "Criteria and Guidelines for the Establishment of Certificates and Diplomas" which will come to Senate for approval in 2013/14, depending on Senate's agenda.

The Senate Committee on Continuing Studies is a very important Senate committee since its purpose is to review all noncredit certificates and diplomas offered by the University. On behalf of the University, I would like to thank the members of the Committee.



Helen Wussow
Chair, Senate Committee on Continuing Studies
Dean, Lifelong Learning



SIMON FRASER UNIVERSITY
Lifelong LEARNING

SIMON FRASER UNIVERSITY
SENATE COMMITTEE ON CONTINUING STUDIES
ANNUAL REPORT TO SENATE FOR 2012/2013

Composition and Mandate

The current membership of the Senate Committee on Continuing Studies (SCCS) is the Dean of Lifelong Learning (chair), Dean of Libraries, four faculty members, two at-large members, one convocation member and one student (see Appendix A). The SCCS meets twice each year (during the fall and spring semesters) and is responsible to Senate for policy with respect to the overall development of the University's continuing education credit and non-credit programs. The Committee also reviews, at regular intervals, existing and proposed non-credit programs; develops procedures for the approval of various categories of credit-free instruction; and receives, for consideration and approval, programs proposed as suitable for non-credit certificate granting status. The SCCS reports its activities annually to Senate. Numbers included in this report are based on the fiscal year 2012 – 2013.

Actions of the SCCS in 2012-2013

The Senate Committee on Continuing Studies met on two occasions: October 18, 2012 and May 2, 2013.

At the Fall 2012 meeting the Committee:

- ratified the Annual Report to Senate for 2011/12
- approved 239 Continuing Studies Non-credit Certificate and Diploma Graduates
- approved a proposal for program changes to the Career Development Practitioner Program
- approved a proposal for the discontinuance of the Certificate in Canadian Business Management Fundamentals
- approved changes to the SCCS Terms of Reference
- drafted changes to the Criteria and Guidelines for the Establishment of Certificates and Diplomas

At the Spring 2013 meeting the Committee:

- approved 226 Continuing Studies Non-credit Certificate and Diploma Graduates
- approved changes to the Career Development Practitioner Certificate
- approved changes to the Certificate in Management (specialization in General Management and Risk Management)
- approved a proposal for a Certificate in The Next Generation Transportation
- finalized changes to the Criteria and Guidelines for the Establishment of Certificates and Diplomas

Total enrolments in Lifelong Learning's non-credit courses may be reviewed in Appendix B. This appendix also shows enrolments in credit courses (both face-to-face and online) offered through Lifelong Learning.

Please note: a comprehensive version of the 2012-2013 Lifelong Learning Community Report is available at <http://www.sfu.ca/content/dam/sfu/continuing-studies/forms-docs/SFU-Lifelong-Learning-Community-Report-2012-2013.pdf>

Appendix A

Senate Committee on Continuing Studies, 2012 -2013 Members

Helen Wussow, Lifelong Learning (Chair)
Charles Eckman, Bennett Library
Robert Gordon, Criminology
Daniel Laitsch, Education
David Paterson, Education
Lynne Quarmby, Molecular Biology & Biochemistry
Tracey Leacock, Education
Peter Ruben, Biomedical Physiology & Kinesiology
D'Arcy Warner, Convocation Senator
Jens Lundgreen-Neilsen, Student At-large

Appendix B

2012/2013 Enrollment in SFU Lifelong Learning Courses, Programs and Events

| Program | Fee-Based Registrations | Free and Sponsored Registrations |
|------------------------------------------------------|--------------------------------|-----------------------------------------|
| FLEXIBLE DEGREE PROGRAMS AND COURSES | | |
| SFU NOW: Nights or Weekends | | |
| Total SFU NOW enrollment | 2,470 | |
| NOW student enrollment (703) | | |
| Daytime student enrollment (1,767) | | |
| Integrated Studies | 242 | |
| Centre for Online and Distance Education | 15,346 | |
| PROFESSIONAL AND PERSONAL DEVELOPMENT | | |
| City Program | 683 | 2,843 |
| Management and Professional Programs | | |
| Justice and Conflict Resolution | 66 | |
| Business and Management | 2,624 | |
| Career and Life Planning | 448 | |
| Liberal Arts and Adults 55+ Programs | 3,664 | 1,796 |
| Writing and Communications Program | 2,152 | 1,595 |
| LANGUAGES AND INTERCULTURAL COMMUNICATION | | |
| English Language and Culture Program | 792 | |
| Interpretation and Translation Program | 247 | |
| International Teaching Assistants Program | 77 | |
| COMMUNITY ENGAGEMENT | | |
| Aboriginal Bridge Programs | | |
| Aboriginal Pre-Health | 72 | |
| Aboriginal University Prep | 32 | |
| Community Education Program | 512 | 350 |
| Continuing Studies in Science and Environment | | 1,382 |
| Philosophers' Café | | 3,549 |
| Total Credit and Non-Credit Enrollment | 29,427 | 11,515 |