Senate Committee on Continuing Studies
Thursday, October 17, 2019
1:00 pm – 3:00 pm
Boardroom 1385 WMC/BURNABY

MINUTES

In attendance:
Lara Campbell, Faculty Member
Winfield Chen, Student
Julia Denholm, Dean, Lifelong Learning (Chair)
Karen Munro, Library
Suzanne Smythe, Faculty Member

Guests:
Kiri Bird, Acting Director, RADIUS
Camille Dumond, RADIUS
Andrew Gemino, Associate Dean, Graduate Programs
Nada El Masry, Project Manager RLL
Judy Smith, Associate Dean, Lifelong Learning

1. **Acknowledgement of traditional territories**
   We respectfully acknowledge that we live and work on the unceded territories of the Coast Salish people, specifically the Musqueam, Squamish, and Tsleil-Waututh Nations.

2. **Welcome**
   The Chair welcomed those in attendance and introductions were made.

3. **Approval of Agenda**
   Agenda approved.

4. **Approval of Minutes, May 2019**
   Minutes approved.

5. **Chair’s Report**
   Two new strategic enrollment management committees (SEMC), one for graduate and one for non-credit planning, have been struck. These committees, along with the existing SEMC for undergraduate studies, report to a central oversight committee (Strategic Enrollment Planning Committee) housed within the office of the Vice-President, Academic and Provost. This recognition of the need to plan university-wide for non-credit programming is a statement of support for that work.

6. **Approval of Continuing Studies Non-credit Certificate and Diploma Graduates**
   The Chair called for a motion to approve the list of 341 students who successfully completed the requirements for non-credit certificates and diplomas offered through Continuing Studies.

   Moved: Lara Campbell
   Seconded: Winfield Chen
   Carried unanimously

Since 2004 SCCS approved students have been entitled to alumni status. A project currently underway will ensure that they are entered into the SFU Alumni Association’s database and will consequently receive all
the same communications as do other SFU Alumni.

7. **Proposal: Migrant Systems Change Certificate**
Andrew Geminio, Kiri Bird, Nada El Masry and Camille Dumond provided an overview of the proposal noting a requested title change to “Migrant Systems Innovation Certificate Program”.

Following extensive and very positive discussion,

The Chair moved that the committee approve the proposal ”Migrant Systems Innovation Certificate Program” with revisions.

Seconded: Winfield Chen
Carried unanimously

*Action: The Chair will summarize revision requirements and will share those with the proposers via email with a deadline to be established.*

8. **Course name change: Editing Certificate**
The Chair moved to approve the course name change within the Editing Certificate.

Moved: Julia Denholm
Seconded: Winfield Chen
Carried unanimously

9. **SCCS Annual Report to Senate 2018 - 2019**
The Chair clarified the final sentence in the first paragraph of page one will be removed and that “fiscal year” will be added to the heading of Appendix B.

The Chair moved to approve the SCCS Annual as revised.

Moved: Julia Denholm
Seconded: Winfield Chen
Carried unanimously

10. **Other Business**
a. SCCS approval of non-credit suspensions
The Chair clarified that non-credit suspensions are not the purview of SCCS and so do not have to be brought forward to SCCS. However, discontinuance of programs remains an SCCS oversight responsibility.

11. **Date and location Spring 2020 Meeting (May 6, 7, 8)**
SCCS Secretary will send a doodle poll to SCCS committee regarding a date at the Burnaby campus for the next meeting. It was requested that the meeting start on the half hour to accommodate class schedules.

12. **Adjournment**
The Chair called for adjournment at 2:38 pm.