Introductions & Welcome to New Member(s)
The Chair welcomed new members to the SCCS: Paul Li, Chemistry, and Martin Laba, Communication.

Approval of the Agenda
The agenda was unanimously approved.

Approval of the May 2, 2007 Minutes
The minutes of May 2, 2007 were unanimously approved.

Chair’s Report
J. LaBrie briefed the Committee on the current status of SFU NOW expected to launch in the fall of 2008 and the upcoming final report of the Phase 2 Task Force on Academic Structure expected by the end of the year. In addition, the reviews of Continuing Studies’s programming areas continue. Language Programs and the Writing and Publishing Program are now complete. Management and Professional Programs will begin shortly.

2006/07 SCCS Annual Report
The 2006/07 SCCS Annual Report on activities was presented to the committee for approval. R. Gordon moved to approve; M. Laba seconded the motion. The report was approved unanimously. The Chair will move the report to Senate in November.

Proposal for a Certificate in Police Studies (SCCS.1.07-6)
R. Gordon briefed the committee on his proposal for a Certificate in Police Studies. Part of a more general initiative in Police Studies, this non-credit certificate would provide an opportunity for those without baccalaureate degrees to pursue Senate-approved course content at the Surrey campus.
M. LaBa moved to approve the proposal; D. Warner seconded the motion. There was unanimous agreement to approve the Certificate in Police Studies without any changes. (R. Gordon abstained from the vote.)

Proposal for a Certificate in Sustainable Community Development (SCCS.1.07-7)
Gordon Price, Program Director, City Program, and Mark Roseland, Director, Centre for Sustainable Community Development, joined the meeting to introduce the proposal and field questions and comments.

The Certificate in Sustainable Community Development would be a non-credit program jointly sponsored by the Centre for Sustainable Community Development and The City Program. It targets a mid-career professional audience and requires completion of eight intensive courses, six core and two electives and engages participants through case study analysis and field trips, team-based application of skills on real world issues, lectures, and post-course assignment work.

R. Gordon moved to approve the proposal; A. Hemingway seconded the motion. There was unanimous agreement to approve the Certificate in Sustainable Community Development. J. LaBrie thanked Gordon and Mark for their participation and commitment to the proposal.

Proposal for a Certificate in Business Analysis (SCCS.1.07-8)
Susan Burgess, Program Director, Management and Professional Programs, and Andrew Gemino, Business Administration, joined the meeting to introduce the proposal and field questions and comments.

This certificate would equip participants with the analytical skill set required for gathering, validating, communicating, documenting and testing business requirements as well as the effective development and implementation of business processes. Courses will cover gap analysis, stakeholder analysis, vendor evaluation analysis, business process modeling, and a number of techniques to document requirements and create business cases.

R. Gordon moved to approve the proposal; P. Li seconded the motion. There was unanimous agreement to approve the Certificate in Business Analysis. J. LaBrie thanked Susan and Andrew for their participation and commitment to the proposal.

Other Business
The committee received a request from Susan Burgess to change the name of the “Diploma in Advanced Project Development and Management” (approved spring 2006) to the “Diploma in Applied Project Management.” The request was unanimously approved.

Approval of Continuing Studies Non-credit Certificate & Diploma Graduates
The list of non-credit certificate and diploma graduates was presented to the Committee for approval. R. Gordon moved to approve; M. LaBa seconded the motion. There was unanimous agreement to approve. The list of graduands and their contact information will be forwarded to Alumni Relations.

Adjournment
The meeting adjourned at 4pm; the next meeting of the SCCS will be scheduled for April or May of 2008.