

**MEMO**

**Date:** October 2018

**To:** Senate

**From:** Julia Denholm, Dean, Lifelong Learning

**Re:** 2017/2018 Senate Committee on Continuing Studies Annual Report to Senate

For Senate's information, please find enclosed the 2017/2018 Annual Report of the Senate Committee on Continuing Studies.

Within Lifelong Learning, the Continuing Studies area offered over 32 programs and more than 400 courses to 6,000 students this year. Over 20 professional associations accept our courses and programs for certification and continuing education. The average age of our learners is over 40. Non-credit education continues to serve students of all ages with flexible learning opportunities on nights and weekends and, increasingly, online.

The Senate Committee on Continuing Studies is responsible to review all non-credit certificates and diplomas offered by the University. On behalf of the University, I would like to thank the members of the committee for supporting this important work.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Julia Denholm, PhD

Chair, Senate Committee on Continuing Studies

Dean, Lifelong Learning

**Simon Fraser University**  
**Senate Committee on Continuing Studies Annual Report to Senate for**  
**2017/2018**

**Composition and Mandate**

The current membership of the Senate Committee on Continuing Studies (SCCS) is the Dean of Lifelong Learning (chair), Dean of Libraries, two faculty members, two at-large members, one convocation member and one student (see Appendix A). The SCCS meets twice each year (fall and spring) 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 and diploma granting status. The SCCS reports its activities annually to Senate. Numbers included in this report are based on the fiscal year 2017/2018.

**Actions of the SCCS in 2017/2018**

The Senate Committee on Continuing Studies met on October 12, 2017. A quorum was not reached for the planned May 10, 2018 meeting, so approvals were obtained through online vote.

**At the Fall 2017 meeting the Committee**

- approved revisions to the Certificate Program for Community Economic Development
- ratified the Annual Report to Senate for 2016/2017
- approved 313 non-credit certificate and diploma graduates

**At the Spring 2018 meeting the Committee:**

- reviewed the suspension of the following certificates:
  - Business to Business Marketing
  - Digital and Mobile Marketing
  - Marketing Management
  - Visual Analytics
- approved 331 non-credit certificate and diploma graduates

Total enrollments in Lifelong Learning's credit and non-credit courses are provided in Appendix B.

## **Appendix A**

### **Senate Committee on Continuing Studies, 2017 - 2018 Members**

Judy Smith, Lifelong Learning (Chair)

Gwen Bird, Librarian

David MacAlister, Faculty Senator

Lyn Bartram, Faculty Senator

Stephen Spector, Faculty Member

Peter Ruben, Faculty Member

Tracey Leacock, Convocation Senator

Inman Baharmand, Student

Mikayla Roberts, Alternate Student

## Appendix B

### 2017/2018 LIFELONG LEARNING ENROLLMENT

In cooperation with SFU faculties and departments, the Lifelong Learning (LL) Unit offered part-time degree completion and online and distance education in addition to continuing education programs. LL also engaged the community through a variety of learning and growth opportunities.

PROGRAM	FEE-BASED REGISTRATIONS	FREE and SPONSORED REGISTRATIONS
CAREER AND PROFESSIONAL PROGRAMS	5,246	-
CENTRE FOR ONLINE and DISTANCE EDUCATION*	17,396	-
CITY PROGRAM	412	6,370
CREATIVE WRITING PROGRAM	711	1,280
ENGLISH LANGUAGE AND CULTURE PROGRAM	952	-
INTERNATIONAL TEACHING ASSISTANTS PROGRAM	71	-
INTERPRETATION AND TRANSLATION PROGRAM	269	-
LEADERSHIP AND COMMUNITY BUILDING PROGRAMS	661	105
LIBERAL ARTS AND 55+ PROGRAMS	5,299	3,366
PHILOSOPHERS' CAFÉ	-	2,446
SFU NOW (NIGHTS or WEEKENDS)	2,222	-
<b>TOTAL CREDIT AND NON-CREDIT ENROLLMENT</b>	<b>33,239</b>	<b>13,567</b>

\* Moved out of SFU Lifelong Learning 2018/2019