



**Date:** August 15, 2018  
**To:** Members of Senate  
**From:** Senate Committee on Continuing Studies  
**Re:** **2017/2018 Annual Report**

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We submit for consideration the Annual Report for the period September 2017 to June 2018.

During the 2017/18 academic year, six regular meetings were held to discuss programmatic and operational matters of the Division:

- October 12, 2017
- November 23, 2017
- January 17, 2018
- February 14, 2018
- April 18, 2018
- May 16, 2018

#### **Committee Membership**

Dr. Jo-Anne Clarke, Dean (*ex-officio*)

Prof. Robert Howell, *Faculty of Law*

Dr. Poman So, *Faculty of Engineering*

Dr. Penny Bryden, (*Faculty of Humanities*)

Dr. James Nahachewsky, *Faculty of Education*

Ms. Chandra Beaveridge, *Convocation Representative*

Ms. Christina Johnston, *Student Representative – DCS*

Dr. Esther Sangster-Gormley, *Faculty of Human and Social Development*

Mr. Dheeraj Alamchandi, *UVSS Representative*

Dr. Nancy Wright (*ex-officio*)

Dr. Sanghoon Nam, *Faculty of Business*

Dr. Kenneth Stewart, *Faculty of Social Sciences*

Ms. Wendy Gedney, *Alumni Assoc. Representative*

Ms. Olga Gould, *Student Representative – GSS*

Mr. Carl Haynes, *Student Senator Rep – UVSS*

Dr. Mark Laidlaw, *Faculty of Science*

Dr. Carolyn Butler-Palmer, *Faculty of Art History and Visual Studies*

#### **Review Schedule of Diploma and Certificate Programs**

As required by the Terms of Reference, the Senate Committee on Continuing Studies (SCCS) reviews existing certificate and diploma programs at least every three years. This year, the SCCS reviewed six diploma/certificate programs offered through the Division of Continuing Studies.

The programs reviewed were:

- a) Computer Based Information Systems Certificate
- b) Adult and Continuing Education Certificate
- c) Humanities Diploma
- d) Indigenous Fine Arts Certificate
- e) Teaching English as a Foreign Language PSC
- f) Intercultural Education and Training Diploma

The SCCS approved ongoing delivery for four programs and approved the suspension of two.

**a) Computer Based Information Systems Certificate (Special Review) – October 12, 2018**

The program is no longer attracting enough enrolments to make it economically viable. There is still a market for information technology programs and Continuing Studies staff will focus their energy on new programs that better meet training needs of this rapidly changing industry.

The committee approved the suspension of the program allowing existing students 3 years to complete the program.

**b) Adult and Continuing Education Certificate – November 23, 2017**

The CACE consortium was dissolved in 2014. Following the dissolution DCS gained students from other universities no longer offering the program. The Advisory Committee is active and developing a new brand. There is currently a discussion underway to have this non-credit program recognized for transfer

The committee approved the continued delivery of the Adult and Continuing Education Certificate for another 3 years.

**c) Humanities Diploma – January 17, 2018**

There was a discussion surrounding the reasons why this particular program is no longer viable. With the changing landscape over the past three years it is no longer relevant. There is a challenge getting professors to teach HUM100 and act in the Faculty Advisor role. Course enrollments are often very low (as low as six students) which makes the class challenging to teach

The committee approved the intake to the Humanities Diploma be suspended.

**d) Indigenous Fine Arts Certificate – February 14, 2018**

The partnership between the University of Victoria and The En'owkin School of Writing and Arts has been in existence for over 27 years. The En'owkin Centre is known for its excellence in arts, language and culture. Classes are held at the En'owkin Centre, allowing students to study in their home community.

The committee approved the continued delivery of the Indigenous Fine Arts Certificate for the next three years.

**e) Teaching English as a Foreign Language Professional Specialization Certificate – April 18, 2018**

There is currently only one partner, Osaka Kyoiku University, sending students to this program. The Division is increasing marketing and Osaka Kyoiku is also assisting with promotion amongst its partners. There have been significant increases in residence and food costs by the University affecting the program.

The committee approved the continued delivery of the Teaching English as a Foreign Language PSC for the next three years.

**f) Intercultural Education and Training Diploma – May 16, 2018**

The academic home of the diploma has been with the Faculty of Education for many years, and is now moving to the Faculty of Humanities. The division is finding strong alignment with the international, private and public sectors as these soft skills are highly needed. The Advisory Committee is looking at adjusting the

title as it sometimes creates misunderstanding because it is not just education concept. It was recommended that Ms. Muir present to the Learning Outcomes Project that will begin in the 2018-19 academic year.

The committee approved the continued delivery of the Intercultural Education & Training Diploma for another three-year term.

#### **4. Review Schedule of Program-Like Offerings**

This year the committee began reviewing program-like offerings in the Division. These programs do not require formal approval from SCCS but members provide valuable feedback and input. This year five program-like offerings were reviewed:

- 1) American Sign Language (October 12, 2017)
- 2) Travel Study (January 17, 2018)
- 3) World Languages including French Language Conversation Classes (February 14, 2018)
- 4) International Education (April 18, 2018)
- 5) Wound management (April 18, 2018)

#### **5. New Program Initiatives**

##### **Letter of Intent: Professional Specialization Certificate in Visitor Engagement**

Ms. Tania Muir shared a Letter of Intent for a Professional Specialization Certificate in Visitor Engagement. There is no new course content, but the credential falls into alignment with what is happening in the sector. This is a micro-credential with practical purpose that can be easily achieved.

Sincere thanks to all the committee members for their lively discussion, engagement and participation on this committee last year.

Respectfully submitted,

2018/2019 Senate Committee on Continuing Studies

Jo-Anne Clarke, Chair, Dean, Division of Continuing Studies

Penny Bryden, Faculty of Humanities

Carolyn Butler-Palmer, Faculty of Fine Arts

Wendy Gedney, Alumni Association

Mark Gillen, Faculty of Law

Christina Johnson, Student Rep. from diploma or certificate program in Continuing Studies

Mark Laidlaw, Faculty of Science

James Nahachewsky, Faculty of Education

Sang Nam, Peter B. Gustavson School of Business

Nikheel Premsagar, Student Senator

Carolyn Russell, Convocation Senator

Esther Sangster-Gormley, Faculty of Human and Social Development

Poman So, Faculty of Engineering

Kenneth Stewart, Faculty of Social Sciences

Nancy Wright, Assoc VP Academic Planning (President's Nominee)

Kirsten Kopp (Secretary), Division of Continuing Studies