

SIMON FRASER UNIVERSITY
Continuing Studies

Memorandum

To: Senate

From: J. Colin Yerbury, Dean, Continuing Studies

Date: December 15, 2004

Re: **Annual Report to Senate for the Year 2003/2004 of the Senate Committee on Continuing Studies**

Enclosed for Senate's information is the Senate Committee on Continuing Studies Annual Report for the Year 2003/2004.

University departments and as such is not a report on the Continuing Studies administrative unit.

The statistics on the credit programs are complete and further details can be obtained from the Office of Analytical Studies. Statistics on community and professional (non-

**Simon Fraser University
Senate Committee on Continuing Studies
Annual Reports to Senate
For the 2003/2004 Year**

Composition and Mandate

The current membership of the SCCS is the Dean (chair), Librarian, four faculty members, two at-large members, one lay member and one student (see Appendix A). The SCCS normally meets twice each year, once during the fall semester, and once during the spring.

SCCS 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 at least once annually to Senate.

Actions of the SCCS in 2003-2004

The SCCS met in November 2003, at which time both the Two-Year Report to Senate and revisions to the "Criteria and Guidelines for the Establishment of Certificates for Successful Completion of Programs of Non-degree courses" were approved. Senate approved the revisions to the "Criteria and Guidelines for the Establishment of Certificates for Successful Completion of

Programs of Non-degree courses" on January 5, 2004.

The SCCS met in April 2004, at which time recent non-credit certificate and diploma graduates were approved and the following program name changes

complete a certificate, diploma, or minor program in a number of fields. Courses are planned in coordination with Faculties, schools and departments and funded by special stipends. The CICS is also responsible for the

Integrated Studies cohort-based degree completion programs leading to the Bachelor of General Studies, and for the Seniors Program.

There was a slight decrease in the number of courses offered in 2003-2004 (from 221 in 2002-2003 to 212). However, there was an increase in enrollment (10%) and in FTE's (7.39%) due to increases in class sizes. See Appendix B-1 for details.

Distance education: The Centre for Online and Distance Education (previously known as the Centre for Distance Education) is responsible for working in partnership with academic units to develop and deliver courses for students who require or prefer an alternative to on-campus study. Increasingly, this involves the inclusion of online opportunities for teaching and learning. The Centre is committed to the pedagogically sound use of technology and works with faculty members to ensure that their particular approach to teaching is captured in the distance and online mode.

CODE continues to work with academic departments and faculty in the development of online courses. Program areas receiving special attention

New Initiatives

Continuing Studies is extending its programming to SFU Surrey. Building on the successes of the credit Integrated Studies Program, CMA FastTrack Program, Heritage Language programs, and the Writing and Publishing program course offerings that have already begun at the Surrey campus, Continuing Studies is developing a plan to expand programming opportunities to meet the needs of the South Fraser community.

APPENDIX A

Colin Yerbury, Chair
Jan van Aalst, Education
Jim Budd, SFU Surrey
Lynn Copeland, Library
Muneer Esmail, Student
Rob Gordon, Criminology
Barry Honda, Molecular Biology/Biochemistry
Adam Horvath, Faculty of Education
Gary Mauser, Business Administration
James McArthur, Lay Senator

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2003/2004

ent	Course Offerings	Enrolments		FTE
		SFU	OLA	
	47	3,423	218	385.63
	113	5,279	310	642.60
	37	1,524	171	169.50
	0	0	0	0
	39	1,905	188	251.67
	10	396	97	55.83

246 12,527 984 1,505.23

236 12,616 977 1,408.20

NON-CREDIT CERTIFICATE, DIPLOMA, and PROGRAM STATISTICS

2003/2004

Enrollments

90
17
578
329
177
788
300
certificate program withdrawn
certificate program to be withdrawn
13
13
307
363
86

522
33
18
cancelled
237
167
400
184

2002/2003

Enrollments

81
16
403
136
224
627
382
0
0
not offered
231
394
196
311

483
28
13
465
162
47
232
not offered

Rate and Diploma Statistics

Web-Based Instruction [formerly Dweb] (LIDC)
teaching and Learning (LIDC)
guage and Culture
gin
Management Development Program
Seniors Program
t Skills in Advanced Technology
guage and Culture Teaching
Language and Culture
ourism Eco-tourism and Small Business
h Creative Writing
h Editing
h Publishing
h Technical Communication
h Business Writing, Public Relations,
keting Communication
nterpreter Program
reter Program
nology Program
h Geographic Information Systems
rogram for CED Professionals
rogram in Management
tive Program

and Diploma Program Registrations

4,431

4,622

2003/2004

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Enrollments

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26	3,114
35	1,897
10	4,126
52	830
10	2,690
77	283
24	0

44	12,940
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