



Date: September 15, 2021
To: Senate
From: Senate Committee on Continuing Studies
Re: **2020/21 Annual Report**

The Terms of Reference for the Senate Committee on Continuing Studies define its scope and relationship with Senate and other Senate committees. Annually in October, the committee presents a report to Senate on its business and proceedings over the previous academic year.

The Senate Committee on Continuing Studies met seven times during the Academic Year: October 6, 2020, November 17, 2020, January 12, 2021, February 23, 2021, March 23, 2021, April 20, 2021 and May 18, 2021. All meetings were held remotely due to the pandemic. The committee considered a number of academic programs and other issues over the course of the year, including:

- the review of five diploma/certificate programs with approvals to approve the continued delivery for the next three years of: the Certificate in General Studies, Cultural Resource Management Diploma, Professional Specialization Certificate in Collections Management, Professional Specialization Certificate in Visitor and Community Engagement, and Certificate in Indigenous Language Revitalization
- the review and approval of the discontinuance of the Humanities Diploma and Computer Based Information Systems Certificate
- the review and approval of curriculum changes to the Certificate and Diploma in Business Administration
- a status report on recommendations from a special review of the Business Administration Certificate/Diploma
- the review of one program-like offering, La Maison Francais
- provision of feedback on a new strategic framework for the Division of Continuing Studies

Bullets of Major Issues:

- **Certificate in General Studies (October 6, 2020)**

Ms. Miranda Angus, Program Director and Ms. Elizabeth Bowman, Program Coordinator joined the meeting to present the first review of the Certificate in General Studies since its inception in 2016.

The Certificate in General Studies is a multi-disciplinary program providing learners with flexibility to customize their learning and choose courses that best support their professional and career goals. It also serves as a vehicle for assessing demand in new and emerging areas.

The committee approved the continued delivery of the Certificate in General Studies for another three years.

- **Cultural Resource Management Diploma, Professional Specialization Certificate in Collections Management, and Professional Specialization Certificate in Visitor and Community Engagement (November 17, 2020)**

Ms. Tania Muir, Program Director, Ms. Maxine Reitsma, Program Coordinator and Dr. Catherine Harding, Faculty Advisor from the Faculty of Fine Arts joined the meeting to provide an overview of the materials and respond to questions.

As credit programs within the Division of Continuing Studies, the Cultural Resource Management Programs (CRMP) have grown under the academic stewardship of Art History and Visual Studies in the Faculty of Fine Arts. CRMP programs serve the needs of working professionals in the museum, heritage, and cultural sectors across North America and beyond.

The committee approved the change to the review schedule of the Professional Specialization Certificate in Visitor and Community Engagement to align with the Cultural Management Diploma. The committee also approved the continued delivery of all three programs for another three years.

- **Change to course requirements – Certificate in Business Administration (November 17, 2020)**

Dr. Richard Rush, Acting Program Director and Mr. Don Mellings, Program Coordinator joined the meeting to provide an overview of the proposed changes and answer any questions.

The current structure of one required course and seven electives is different from comparable programs outside UVic. An exercise in curriculum mapping of the business programs revealed that under this structure students may graduate without accomplishing the current program outcomes.

The new structure of five required courses and three electives will ensure that all graduating students achieve the stated program outcomes and have a credential of value to industry, government and non-profit sectors. The new outcomes align with UVic's strategic initiatives related to sustainability, inclusion, diversity and advancing reconciliation with Indigenous peoples.

The committee approved the curriculum changes to the Certificate in Business Administration and referred the matter on to the Senate Committee on Academic Planning for further discussion and approval.

- **Humanities Diploma (January 12, 2021)**

Ms. Miranda Angus, Program Director joined the meeting to provide context to the discussion.

The Humanities Diploma was a collaboration between Division of Continuing Studies and the Faculty of Humanities initiated in 1986, designed to open access to university for non-traditional students. The program has not been viable for many years. A review of the program in 2018 recommended to suspend intake and discontinue the diploma once students currently enrolled completed their studies. A final review was scheduled for the 2021/22 review cycle, however the Faculty of Humanities asked to expedite the process so it can be removed from the calendar and website. Division staff have confirmed with the Registrar's office that this early action will not affect completion plans for the few remaining students.

The committee approved the discontinuance of the Diploma in Humanities, referring to the Senate Committee on Planning for further discussion and approval.

- **Change to Course Requirements - Diploma in Business Administration (February 23, 2021)**

Dr. Richard Rush, Acting Program Director joined the meeting to respond to any questions on the curriculum changes.

The current structure of three required courses, five of ten core courses, and six electives has been in place since 1996. Program outcomes need to be updated to reflect the directions that industry, students and faculty identify are critical. The revised DBA outcomes align with the university's strategic initiatives related to sustainability, inclusion, diversity and reconciliation with Indigenous peoples. It also includes relevant observations from the Diploma in Business Administration (DBA) curriculum mapping exercise which took place in December 2018.

The new structure of nine required courses and five electives will ensure that all graduating students meet the stated outcomes and have a credential of value to industry, government and non-profits.

The committee approved the curriculum changes to the Diploma in Business Administration and referred the matter on to the Senate Committee on Academic Planning for further discussion and approval.

- **Business Administration Certificate/Diploma status report (March 23, 2021)**

Dr. Richard Rush, Acting Program Director, joined the meeting to provide committee members with an update on recommendations made to better align the business programs with UVic's strategic priorities.

Program learning outcomes for both the Certificate and Diploma in Business Administration have been revised and steps to decolonize curriculum are underway. There is a process in place to ensure curriculum under review include Indigenous knowledge and approaches to business, and helps learners gain intercultural acumen that is critical to fostering respect and reconciliation.

- **La Maison Française (March 23, 2021)**

Ms. Miranda Angus, Program Director and Mr. Philippe Provencher, Program Coordinator joined the meeting to answer questions from the committee.

La Maison Française (LMF) is a 5-week immersive French language program for adults at all levels of language proficiency. It has been running on campus every July since 1965. Participants in LMF include EXPLORE students who are funded to attend by the Council of Ministers of Education in Canada (CMEC), as well as in-service BC teachers who want to improve their French language skills. LMF did not run last summer due to COVID-19. CMEC approved an online version for summer of 2021, though it is expected to return to in-person programming in 2022.

- **Certificate in Computer-Based Information Systems (April 20, 2021)**

Ms. Miranda Angus, Program Director and Ms. Ash Moosavi, Program Coordinator joined the meeting to present the report and answer questions.

The final term to complete the certificate was December 2020. A number of individual courses from this certificate will still be offered as part of other programs, with a focus on shorter micro-credentials that align better with learner needs for upskilling and re-skilling.

The committee approved the discontinuance of the certificate, referring to the Senate Committee on Planning for further discussion and approval.

- **Certificate in Indigenous Language Revitalization (May 18, 2021)**

Ms. Tania Muir, Program Director, and Ms. Janna Wilson, Program Coordinator along with Suzanne Urbanyzk, Faculty Advisor from the Department of Linguistics attended the meeting to present the report and answer questions.

This program launched in 2005 as a response to the critical need for language revitalization within Indigenous communities. Continuing Studies partnered with the Department of Linguistics as faculty home to offer a program customized to language needs and context of communities. Each program is unique but ladders into further undergraduate learning opportunities at UVic and, more recently into the University of Calgary, Faculty of Education.

The committee approved the continued delivery of the Certificate in Indigenous Language Revitalization for another three years.

Respectfully submitted,

2021-22 Senate Committee on Continuing Studies

Jo-Anne Clarke, (Chair), Division of Continuing Studies
Elizabeth Adjin-Tettey, AVP Academic Planning (President's Nominee)
Kelly Diether, Convocation Senator
Wendy Gedney, Alumni Association
Mark Gillen, Faculty of Law
Donna Jeffrey, Faculty of Social Sciences
Mark Laidlaw, Faculty of Science
Jeffrey Bruton, GSS representative
James Nahachewsky, Faculty of Education
Sanghoon Nam, Peter B. Gustavson School of Business
Rustom Bhiladvala, Faculty of Engineering
Tomas Kalyniuk, Student Senator
Kirsten Kopp (Secretary), Division of Continuing Studies

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David Alexander, Convocation Senator
Penny Bryden, Faculty of Humanities
Carolyn Butler-Palmer, Faculty of Fine Arts
Jonathan Granirer, UVSS Representative
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
Jeffrey Bruton, GSS representative
Susan Lewis, AVP Academic Planning (President's Nominee)
James Nahachewsky, Faculty of Education
Sanghoon Nam, Peter B. Gustavson School of Business
Rustom Bhiladvala, Faculty of Engineering
Kenneth Stewart, Faculty of Social Sciences
Kirsten Kopp (Secretary), Division of Continuing Studies