

**UNIVERSITY COUNCIL
ACADEMIC PROGRAMS COMMITTEE
FOR INFORMATION ONLY**

PRESENTED BY: Roy Dobson, chair
Academic programs committee

DATE OF MEETING: February 26, 2015

SUBJECT: Certificate Programs

COUNCIL ACTION: For information only

CONTEXT AND BACKGROUND:

At the January 2015 meeting of council, the academic programs committee (APC) was asked to return with a report of certificate programs offered at the University of Saskatchewan, which is attached as item 2.

DISCUSSION SUMMARY:

In response to concerns raised at the January meeting of Council about the increase in number of certificate programs and the lack of a standard structure for certificates of proficiency, aside from the requirement to use degree-level classes, a joint sub-committee is being developed with representation from both APC and the planning and priorities committee. This joint sub-committee will develop its own terms of reference. The sub-committee will focus its efforts on conducting a review to determine what other U15 institutions have for certificates and what standards they have in place for developing new certificate programs, and on developing a good understanding of what we currently have in place for certificate programs and what purposes they serve. The sub-committee will also determine what type of quality assurance review is required for these programs.

This joint sub-committee will work with the end goal of bringing forward a report and a recommendation to Council on certificate programs at the U of S.

ATTACHMENTS:

1. Guideline for certificate and diploma programs at the University of Saskatchewan
2. List of certificate programs at the University of Saskatchewan

Guidelines for Certificate and Diploma Programs at the University of Saskatchewan

As approved by the Academic Affairs Committee of Council in June, 1988 and revised by the Academic Programs Committee in May, 2000

Following are guidelines developed by the Academic Programs Committee to provide a framework for diplomas and for certificate programs. Three types of certificates are identified: Certificate of Proficiency; Certificate of Successful Completion; and Certificate of Attendance. Each is described by its principal characteristics and by example, and the final steps for approval are outlined.

1. Certificates of Proficiency and post-graduate diplomas
 - Approved by Council on the recommendation of the Academic Programs Committee
 - Used to signify the completion of a recognized program of degree-level courses
 - Implies the attainment of a degree-level standard of proficiency, achievement, or promotion
2. Diploma in Agriculture
 - Approved by Council on the recommendation of the Academic Programs Committee
 - The program includes university-level courses, and completion implies the attainment of a university-level standard of achievement.

Rationale: The Diploma in Agriculture program is a unique case at the University of Saskatchewan. It is a program covering more than a hundred students and drawing on College of Agriculture resources. Some of its courses transfer to the degree programs. However, in the past revisions in the program had been approved by the Vice-President (Academic), not by Council. In the policy previously followed by the Academic Affairs Committee, the Diploma in Agriculture had been "grandfathered" to continue this procedure. The Academic Programs Committee agreed that considering the number of students involved in the program and, in particular, its reliance on College of Agriculture resources, there did not appear to be a rationale to continue to handle this program outside of the usual Council approval procedures for academic programs. The College of Agriculture supported this change.

3. Certificate of Successful Completion
 - Approved by the Vice-President (Academic) on recommendation of an appropriate Dean, following consultation with the Office of the Registrar and the Academic Programs Committee (where such consultation is appropriate)
 - Used to signify the successful completion of a course or program of courses appropriate for post-secondary training but not classified as degree-level courses. The topics



- covered in these courses may be similar to topics covered in degree-level courses, but the distinguishing features are normally differences in the breadth and depth of understanding required for successful completion
- Implies the attainment of a standard of proficiency, achievement or promotion appropriate for post-secondary training.

Rationale: As was noted in the Report of the Committee to Review the Role and Mandate of the Extension Division (May, 1996), these post-secondary programs present issues about transfer credit to university programs and "laddering" (where students expect they will be able to move from certificate to degree programs). Therefore it is appropriate that the Academic Programs Committee would play a role in the approval of the certificate programs. Advice to the Vice-President (Academic) would allow potential issues in this area to be identified.

4. Certificate of Attendance

- Approved by the Dean of a college, after consultation with the Vice-President (Academic).
- Used to certify satisfactory attendance at a course or program of courses sponsored by the Centre for Continuing and Distance Education or a college at the University of Saskatchewan.
- Does not imply attainment of a standard of proficiency, achievement or promotion.

List of Certificate Programs

Diplomas and Certificates of Proficiency

Graduate Level:

- Postgraduate Diploma (P.G.D.)
- Postgraduate Degree Specialization Certificate (P.G.D.S.C.)
- Certificate in Social Economy and Co-operatives*
- Graduate Certificate in One Health*

Undergraduate Level:

- Aboriginal Business Administration Certificate
- Aboriginal Teacher Associate Certificate
- Certificate in Criminology and Addictions
- Certificate in Global Health
- Certificate in Global Studies
- Certificate in Secondary Technical Vocational Education (C.S.T.V.E.)
- Certificate in Sustainability
- Indigenous Peoples Resource Management Certificate
- International Business Administration Certificate
- Post-Degree Specialization Certificate (P.D.S.C.)
- Post-Degree Certificate in Education: Special Education
- Certificate in Jazz*
- Certificate in Justice, Ethics, and Law*
- Certificate in Applied Ethics*
- Certificate in Classical and Medieval Latin*
- Certificate in Practical and Applied Arts*

Diploma level:

- Diploma in Agribusiness
- Diploma in Agronomy

Certificates of Successful Completion

- Business Administration Certificate
- Certificate in Adult and Continuing Education
- Certificate in English for Academic Purposes
- Certificate in Teaching English as a Second Language
- Executive Business Administration Certificate
- Prairie Horticulture Certificate



- Graduate Pathways Certificate

Certificate of Attendance

- Certificate of Art and Design
- Certificate in Teaching English as a Foreign Language
- Certified Crop Science Consultant
- Master Gardener Certificate

*indicates certificate programs approved since September 2014