

MEMORANDUM

Date: May 7, 2009.

To: Karen Roche, Secretary of Senate

From: Professor P. Sevean, Chair, Senate Continuing Education & Distributed Learning Committee

Subject: Report to Senate

The Senate Continuing Education & Distributed Learning Committee met on May 7th, 2009 regarding the following:

1. Nurse Practitioner Certificate- Item referred from Senate meeting #2009-4, Item 5

The Committee (SCEDLC) recommends that Senate approve the calendar changes.

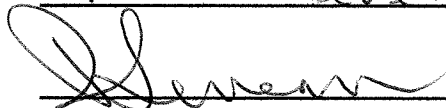
2. Revisions to Guidelines for Certificates

The Committee approved modifications to the Guidelines for Certificates and approved the motion to refer these revised guidelines to the Senate Academic Committee.

Name

Pat Sevean

Signature



Date

June 11/09

MEMORANDUM

Date: May 7, 2009.

To: Dr. David Tranter, Chair, Senate Academic Committee

From: Professor P. Sevean, Chair, Senate Continuing Education & Distributed Learning Committee

Subject: Guidelines for Certificates

At the Senate Continuing Education & Distributed Learning Committee meeting on May 7th, 2009, the following revised guidelines for certificates were approved. Senate Academic Committee's consideration of these guidelines is appreciated.

A certificate is defined as an approved course of study which will have a professional or an applied focus and will provide learning outcomes that are distinct from any other program. A certificate course of study will consist of a minimum of two FCEs, and normally a maximum of three FCEs, or the equivalent in non-credit programming, offered by one or several academic units. These courses must be different from, and in addition to, the required courses in the student's major; only courses outside the major can be counted towards a certificate. Students must be registered in the certificate prior to the completion of 50% of the course requirements for the course of study.

Certificates will be given as evidence of satisfactory completion of a series of credit-bearing courses and/or non-credit workshops or seminars. For certificates consisting of credit courses, a minimum overall average of 60% is required. All courses for the certificate must be taken from Lakehead University. A maximum of .5 credit may be applied to more than one certificate