

ACADEMIC COUNCIL REPORT

SESSION:

Public

Non-Public

ACTION REQUESTED:

Decision

Discussion/Direction

Information

TO: Academic Council

DATE: May 28, 2024

PRESENTED BY: Lori Livingston, Provost and Vice President, Academic

SUBJECT: 2023/2024 Continuous Learning Annual Report

BACKGROUND/CONTEXT & RATIONALE:

As part of the annual reporting process, Continuous Learning provides an annual report to Academic Council and the Board for information that provides a summary of the program offerings, enrolments in programs as well as major activities to expand professional development program offerings.

The Micro-credentials and Continuous Learning Committee annual report to Academic Council is included in this package.

IMPLICATIONS:

This is an annual report that is reported to Academic Council and the Board for information.

ALIGNMENT WITH MISSION, VISION, VALUES & STRATEGIC PLAN:

As Continuous Learning expands its program offerings and partnerships, we can provide the community with more flexible and accessible training options while also generating alternative sources of revenue for the University. Our programming and outreach specifically align with the Learning Re-imagined and Partnerships priorities of the IARP.

SUPPORTING REFERENCE MATERIALS:

2023/2024 Continuous Learning Annual Report

Continuous Learning Annual Report 2023-2024

STRATEGY AND PLANNING

PREPARED BY: CONTINUOUS LEARNING

Background

Established in 2019, Ontario Tech University's Continuous Learning department is the hub for not-for-credit and non-degree programming. Working with Faculties across campus, Continuous Learning builds and houses certificate programs, micro-credentials and other learning opportunities that support lifelong learning.

Continuous Learning promotes and facilitates non-degree learning initiatives independently and in collaboration with Faculties that align with the university's strategic priorities of re-imagining learning, developing partnerships and differentiated growth. In 2023-2024, Continuous Learning's offerings experienced significant growth through the development of new program offerings through partnerships with Faculties and faculty members.

In an effort to streamline governance processes for micro-credential and non-credit offerings, Continuous Learning spearheaded the merger of two University policies and two committees. The Micro-credentials policy and the Policy on Continuing Education Programs were updated and merged to form the Policy on Micro-credentials and Continuous Learning Offerings. This new policy also merges the Micro-credentials Committee and Continuing Education Programs Committee into the Micro-credentials and Continuous Learning Committee. This new policy was approved by the Academic Council at its November 28, 2023 meeting, and the Terms of Reference of the new committee were approved by the Board at its November 30, 2023 meeting.

Committee Activity

Before merging with the Micro-credentials Committee, the Continuing Education Programs Committee met and approved the following (September 25, 2023):

Program Revisions

- a) Professional Management University Certificate: Renamed to Leadership and Management Essentials.
- b) Professional Communication University Certificate: Renamed to Strategic and Innovative Leadership
- c) Leadership and Management Essentials vertically stacks with Strategic and Innovative Leadership. Learners who complete both receive the Advanced Leadership and Management – Post Graduate Certificate

New Program Approvals

Continuous Learning received approval for these new non-credit, University Certificate and Post-Graduate Certificate programs. Several of these have been launched and others are in preparation for launch:

Launched

- a) Interprofessional Education for Medical Laboratory Professionals – University Certificate
- b) Artificial Intelligence for Teaching and Learning – University Certificate
- c) Generative AI for Leaders – University Certificate

Preparation for Launch

- d) Data Analytics, Artificial Intelligence Design and Implementation – Post Graduate Certificate
- e) Data Analytics, Artificial Intelligence Design, Implementation and Management – Post Graduate Certificate.
- f) Healthcare Administration – Post Graduate Certificate
- g) Healthcare Administration and Management – Post Graduate Certificate
- h) International Business – Post Graduate Certificate
- i) International Business and Management – Post Graduate Certificate

The newly formed **Micro-credentials and Continuous Learning Committee** met on January 31, 2024 and April 4, 2024, and approved the following:

New Programs

- Dementia Care for Healthcare Providers – University Certificate, comprised of stacked Micro-credentials.
- Field Experience Learning Community Online (FELCO) 2.0 – Micro-credential
- Forensic Entomology Technician, in partnership with the Faculty of Science – Micro-credential
- Friction Ridge Analysis Micro-credential, in partnership with the Faculty of Science – Micro-credential
- AI in K-12 Education: Transforming Teaching and Learning in the Classroom, in partnership with the Mitch and Leslie Fraser Faculty of Education – Certificate of Completion

2023-2024 Activity

Open Enrolment

From April 2023 to March 2024, Continuous Learning recorded 561 open enrollment program registrations with 215 program completions, representing a 90 % increase in registrations over the previous year. ¹

Certain camps run more than once resulting in the number of unique camp offerings (48) being lower than the total number of camps run (57).

New program launched:

- a) Interprofessional Education for Medical Laboratory Professionals – University Certificate
- b) Artificial Intelligence for Teaching and Learning – University Certificate
- c) Generative AI for Leaders – University Certificate
- d) CPR for Healthcare Providers
- e) NCLEX – RN Exam review

Corporate Training

Significant growth was achieved in Corporate Training initiatives with 10 new corporate programs (Total of 48 courses) delivered for 9 organizations. We issued 120 individual program certificates in leadership development and other custom training programs. Our expertise in leadership development was expanded to include specific industry focus areas in Early Childhood Education, Police Leadership, and Healthcare Change Management. This adds to our considerable expertise in nuclear operations (through our partnership with the Faculty of Engineering and Applied Science and the Director of Industry Training Programs) and notable developments in our capacity to deliver training in specific focus areas including CANDU decommissioning, Small Modular Reactors (SMR), and more.

- **New Sustainable Agreements**
 - Durham Regional Police Services
 - The Regional Municipality of Durham (Generative AI)

Corporate Training Business Development Financial Goals

- 2023/24 Fiscal Year - The Corporate Training portfolio consisted of our Masters Certificate Program in Public Sector Management, our new series of OPG courses, and a handful of Leadership Programs (Port Hope, Ontario Shores, Fairy Glen, DRPS, and the Durham Region)

Business Development - New Partnership Programs

- LEAN Belts (Leading Edge New Partnership agreement)
 - The updated agreement allows LEAN Belts to be offered as part of our Corporate Training portfolio.

Micro-credentials

Continuous Learning finalized the development of and launched eCampus Ontario Virtual Learning Strategy-funded micro-credentials. This includes Dementia Care for Health Care Workers modules and Interprofessional Communication for Medical Laboratory Professionals.

The TD Micro-credentials grant ended in 2023-2024 and funded development ceased. Continuous Learning is taking over these micro-credentials and, in 2024-2025, will integrate them into our leadership development offerings. Learners in traditional Certificate-level courses will have the opportunity to complete course-integrated micro-credentials. By completing the micro-credentials, learners can demonstrate the competencies they acquired during the leadership courses and obtain digital badges attesting to those competencies.

Alumni Scholarship

The Continuous Learning Alumni Scholarship was launched to foster alumni engagement and interest in our professional development programming. Each semester, we offer 3 scholarships to Ontario Tech graduates to take one of our professional development offerings. 3 scholarships were awarded in 2023-2024.

Summer Camps

The Summer Camps program, offered in partnership with the Mitch and Leslie Fraser Faculty of Education and the Faculty of Engineering and Applied Science, provides fun, hands-on opportunities for children ages six to seventeen to learn and explore their curiosity in a positive, safe environment. The program runs annually for eight consecutive weeks—from July to August.

2023 Summer Camp Offerings by Camp Type

Total Camps Offered	Unique camp offerings	In-person (week-long)	Virtual (week-long)	Family (one-day camp)
57	48 ²	45	7	5

2023 Active records = 1358 (individual campers)
Active camp registrations by type (considering No. Campers)

Certain camps run more than once resulting in the number of unique camp offerings (48) being lower than the total number of camps run (57).

Type/Status	Number camp experiences			Grand Total
	Family	Multi-Camper	Single	
Paid	34	10	1552	1596
In-person			1461	1461
Family	34			34
Virtual		10	91	101
Waived			110	110
In-person			107	107
Virtual			3	3
Grand Total	34	10	1662	1706

(Waived fees are possible through OPG, GM, and other scholarship/grant programs)

A listing of all Continuous Learning opportunities and the number of registrants during the year is provided in Appendix A.

APPENDIX A: Continuous Learning


Summary of Continuous Learning activities for April 2023 to March 2024. Only activities that grant an official certificate or letter of completion have been included below. ★ = new this year


Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
Continuous Learning	University Preparatory Program: A specialized certificate program designed to prepare high school graduates for the academic demands of university consisting of three (3) pillars: numeracy, literacy and academic success.	3 months (1 Semester)	158 offers sent, 43 registrants	34
Continuous Learning	Leadership and Management Essentials: A certificate program consisting of five (5) courses designed to develop essential leadership skills, master team management, and excel in negotiations and conflict resolution. (previously Professional Management)	30 hours	57	9




Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
Continuous Learning	Not-for-Profit Leadership: A certificate program consisting of five (5) courses designed to meet the unique challenges faced by managers in the Not-for-Profit sector.	30 hours	23	8
Continuous Learning	Strategic and Innovative Leadership: Consists of five (5) courses designed to equip you with advanced leadership skills essential for success in today's dynamic business world. (Formerly Professional Communications)	30 Hours	9	3
Continuous Learning	Digital Marketing and Social Management: A re-designed social media program. This four-course program is designed for those who need to take action and launch a Social Media strategy they can implement right away so that they can obtain a successful return on investment for their organization.	18 hours	20	13
Continuous Learning	Master's Certificate in Public Sector Management: A certificate program consisting of fifteen (15) courses that requires application and approved admission designed for managers and executives with diverse educational backgrounds who are experienced in a public	90 hours <i>**84 hours-participants are eligible to miss one course</i>	30	30

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
	sector/government or related organization.			
Continuous Learning	LEAN Green Belt: A certificate program offered in partnership with Leading Edge Group focused on the lean management approach.	N/A	N/A (courses taken with Leading Edge group)	6
Continuous Learning	Introduction to Higher Education Management: Asynchronous course designed for anyone employed (or looking to be employed) with a post-secondary educational facility looking to enhance their administrative skills.	6 Hours (Asynchronous)	16	6
Continuous Learning	★ Generative AI for Leaders: This program equips learners with the knowledge and skills necessary to identify potential use cases, understand ethical considerations and prepare teams and organizations for the adoption of Generative AI technologies, implement Generative AI technologies in the workplace, and effectively lead their teams through the change process. In the final module, learners will create a comprehensive implementation plan for Generative AI technologies and reflect on their learning journey.	36 hours (Synchronous)	7	7

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
Continuous Learning	<p>★ Artificial Intelligence for Teaching and Learning: The Artificial Intelligence in Teaching and Learning Certificate program at Ontario Tech University is designed for educators and professionals who want to integrate artificial intelligence into educational settings.</p>	24 hours (online, synchronous)	11 in full program 7 in an individual module	11
Continuous Learning	<p>★ Healthcare Provide CPR: Continuous Learning is now the provider of CPR certification and recertification for Healthcare Providers (HCP) for Nursing students and Healthcare practitioners.</p>	4 hours	228	N/A
	<p>★ Interprofessional Education for Medical Laboratory Professionals Certificate Program: Interprofessional education (IPE) supports professional development that is based on the establishment of learning goals, self-reflection, and competency evaluation. In addition, IPE provides training for skills that employers look for to ensure that new learners and the existing workforce are prepared to work with other providers to support quality patient outcomes.</p>	self-paced	6	0

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
	*This program is currently under evaluation by the Canadian Society for Medical Lab Science official CPD			
Continuous Learning	 NCLEX – RN Exam Review This program supports Nursing graduates who wish to prepare for their NCLEX certification exam.	self-paced and instructor-led options	3	N/A
Continuous Learning	Full-stack Developer Program The Full Stack Developer Program with Ontario Tech University includes virtual instruction and practical hands-on lessons delivered using an interactive learning system powered by RoboGarden.	450 hours - 22 weeks	1	0
Continuous Learning	AQ/ABQ Program: AQ custom courses deepen the knowledge/skills needed to design, deliver, and assess programs in a specific discipline, field and/or division. Offered in one (1) to three (3) sessions, courses expand to offer a specific focus on leadership skills within the discipline or division. ABQ custom courses qualify Ontario College of Teachers (OCT) members to teach in specific divisions in addition to current division qualifications. At Intermediate and Senior levels, qualification is	125 hours; 12 (twelve) course offerings	81	81 <i>Note: Certificate recorded by OCT.</i>

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
	based on specific subjects: Math, Science, English, Philosophy and Social Sciences. AQ/AQB courses are available to OTC members only.			
Continuous Learning	Charles H. Best Type 1 Diabetes Educator Program 11 asynchronous modules	Self-paced <i>the eleventh module was added in the Winter term</i>	13	1
Continuous Learning	 Nuclear-Renewable Hybrid Energy Systems (N-R HES)	2-day course consisting of 16 learning hours; August 2023	6	6
Custom Courses/Programs				
Continuous Learning / Faculty of Engineering and Applied Sciences	CANDU Station System Design and Operation – Custom courses for Canadian Nuclear Safety Commission (CNSC): Nuclear Power Plant Operations Training for Regulators.	8 x 1-week courses; Each 1-week course contains	19 in 2021/22 cohort <i>30 in 2023/24</i>	136 module certificates issued September 2023 through


Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
		35 learning hours; 280 hours total for all 8 courses	<i>cohort</i>	March 2024
Continuous Learning / Faculty of Engineering and Applied Sciences	 Custom course for Canadian Nuclear Safety Commission (CNSC): Nuclear Decommissioning.	Standalone 1-week course consisting of 35 learning hours; Inaugural delivery (February 2024)	26	22
Continuous Learning / Faculty of Engineering and Applied Sciences	 Custom course for BWX Technologies Inc. (BWXT): Small Modular Reactor (SMR) Design.	1-week course consisting of 35 learning hours; June 2023	22	22
Continuous Learning / Faculty of Engineering and Applied Sciences	 Custom course for OPG, Delsan Aim, Hatch, Atkinrealis: Nuclear Decommissioning.	Course consisting of 40 learning hours scheduled over 4 in-class offerings	20	20

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
		and 3 practice sessions; Inaugural delivery September 2023 through November 2023		
Continuous Learning	Ontario Shores Custom Leadership Program (2023) – (Peterborough Regional Health and Northumberland Hills Hospital/Ontario Shores): A custom certificate program consisting of five (5) courses designed to develop strategies and insight related to change management specific to healthcare-based organizations.	30 hours	21	20
Continuous Learning	Certificate in Leadership Excellence – Custom program for Durham Region: A custom certificate program consisting of eight (8) leadership excellence courses aligned with Durham Region’s core values. Graduates move on to take the Master’s Certificate in Public Sector Management program.	60 hours; one (1) to two (2) cohorts per year	20	14
Continuous Learning	Certificate in Police Leadership – Custom program for Durham Regional Police Services (DRPS): A certificate program designed	Three (3) months; 1 cohort	25	15

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
	to develop leadership strategies aligned with DRPS core competencies. The program consists of three (3) modules, each with four (4) weeks of online content and one (1) half-day, in-class workshop.			
Continuous Learning / Faculty of Engineering and Applied Science	<p>Advanced Operations Overview for Managers (AOOM) – Custom Program for Ontario Power Generation (OPG): Development and delivery of training to operational managers in the nuclear industry.</p>	20 weeks total; 6 hours lecture time per day; 18 days for self-study, and 3 field tours. Approximately 445 lecture hours total. Additional guided and self-guided field tours and self-study days not counted towards total	8	<p>6 in 2023</p> <p><i>Note: 2023 program concludes May 2024.</i></p>

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
		lecture hours.		
Continuous Learning	Organizational Development & Performance Improvement (PEL 77863)– Custom program for OPG: Under a five (5) year agreement (2018-2023), course offerings may run multiple times each quarter (based on OPG scheduling).	One (1) course offering (6 Hours)	40	N/A
Continuous Learning	Stakeholder and Change Management (PEL 77870) – Custom program for OPG: Under a five (5) year agreement (2018-2023), course offerings may run multiple times each quarter (based on OPG scheduling).	One (1) course offering (6 Hours)	60	N/A
Continuous Learning	Oversight Execution: Conflict Resolution, Negotiation and Communication Skills (PEL 70705) – Custom program for OPG: Under a five (5) year agreement (2018-2023), course offerings may run multiple times each quarter (based on OPG scheduling).	One (1) course offering (6 Hours)	40	N/A
Continuous Learning	Effective Written Communication in a Project Environment (PEL 77801) – Custom program for OPG: Under a five (5) year agreement (2018-2023), course offerings	One (1) course offering (6 Hours)	20	N/A

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
	may run multiple times each quarter (based on OPG scheduling).			
Continuous Learning	★ Custom Leadership Program: Municipality of Port Hope	30 Hours	25	N/A
Continuous Learning	★ Custom Leadership Program: City of Peterborough	36 Hours	25	20
Continuous Learning	★ Custom Leadership Program: Five Counties (* <i>Early Childhood Educators Program*</i>) - We also have 2 new programs beginning this fiscal year with <u>Five Counties</u> and another with the <u>Early Years Group</u> all designed for ECE's and Educators.	36 Hours	25	7
Continuous Learning	★ Custom Police Leadership Program: Cobourg Police Services - A certificate program designed to develop leadership strategies aligned with Cobourg Police core competencies. The program consists of three (3) modules, each with four (4) weeks of online content and one (1) half-day, in-class workshop.	36 Hours	25	22
Continuous Learning	★ Custom Leadership Program Fairy Glen and PRYDE - Leadership Excellence	6 hours per course (5-	40	0

Faculty or Non-academic Unit	Brief Description of Offering	Number of Hours or Length of Offering	Number of registrants**	Number of certificates awarded
		course program)		
Continuous Learning	 John Howard Society Leadership Development	6 hours (3-course program)	18	0

**Some Continuous Learning certificate programs allow individuals to sign up for courses individually without completing the full certificate program. The number of registrants refers to the number of individuals who registered for any course(s) offered in this program. All certificates were counted once, regardless of the number of individual course registrations in the certificate program they registered for. An “N/A” in this appendix means that individual courses in this certificate program were custom programs, not open to the general public for registration or is a stand-alone course without certification.