



SUBJECT	Non-Credit Credentials Approved under Delegated Authority: 2024 Annual Report
SUBMITTED TO	Finance Committee
MEETING DATE	September 11, 2024
SESSION CLASSIFICATION	Recommended session criteria from Board Meetings Policy: OPEN
REQUEST	For information only - No action requested
LEAD EXECUTIVE	Gage Averill, Provost and Vice-President Academic, UBC Vancouver
SUPPORTED BY	Rehan Sadiq, Provost and Vice-President Academic, UBC Okanagan Simon Bates, AVP and Vice-Provost Teaching and Learning, UBC Vancouver Heather Berringer, Associate Provost, Academic Operations and Services, UBC Okanagan

PRIOR SUBMISSIONS

[June 29, 2023](#) (OPEN SESSION)

Approval: Delegation of Authority for Approval of Curriculum and Fees for Non-credit Credentials

The following Executive Summary provides a status update from the date of the most recent submission.

EXECUTIVE SUMMARY

In June 2023, the Board of Governors approved the delegation of approval of **fees** for non-credit credentials (specifically, micro-certificates and certificates) to the respective Provost and Vice-President Academic on each campus and the delegation of approval of **curriculum** for non-credit credentials to the respective Senates of each campus. This submission is to report on the approved credentials for the reporting period of July 1, 2023 to June 30, 2024. A summary of approved credentials is provided in Table 1.

Non-credit credential Senate policies at the Vancouver and Okanagan campuses differ. The Vancouver policy (V-129), approved in 2023, introduced a non-credit micro-certificate category; the current Okanagan policy (O-129) does not include micro-certificates. No non-credit program certificates at UBCO were approved during the reporting period, so there are none listed in Table 1. We anticipate the first non-credit program certificate to be approved this upcoming academic year.

For the fee approval process, proponents are required to submit to the Provost’s Offices a financial model, as well as information about comparable programs. The Administration proposes that if a program seeks to increase fees by more than 5% per year that the proponent will be required to bring the proposed fee increase to the Provost’s Office for approval. Fees for non-credit programs are not subject to the Ministry’s Tuition Limit Policy.

Table 1: Overview of non-credit credentials approved between July 1, 2023 – June 30, 2024

Program	Offering Faculty	Date of Senate approval	Date of Provost fee approval
UBC Vancouver			
Non-Credit Program Certificate in Artificial Intelligence in Digital Media	Extended Learning	November 2023	April 2024
Non-Credit Micro-Certificate in Climate Action Planning: Foundations, Finance and Implementation	Faculty of Science	Exempt*	January 2024
Non-Credit Micro-Certificate in Health Data Analytics: Opportunities and Applications	Faculty of Medicine	Exempt*	January 2024
Non-Credit Micro-Certificate in AI and Society: AI for the Greater Good	Extended Learning	May 2024	April 2024
Non-Credit Micro-Certificate in AI Development of Interactive Experiences	Extended Learning	May 2024	April 2024
Non-Credit Micro-Certificate in AI Powered Automation and Personalization	Extended Learning	May 2024	April 2024
Non-Credit Micro-Certificate in Innovation Leadership: Medical and Bio-Innovations	Faculty of Medicine	May 2024	April 2024
Non-Credit Micro-Certificate in Foundations in Silviculture	Faculty of Forestry	May 2024	May 2024
Non-Credit Micro-Certificate in Life Cycle Assessment of Clean Fuels	Faculty of Forestry	May 2024	May 2024
UBC Okanagan			
No Non-Credit Certificates were approved during the reporting period			

**These two programs were allowed to be exempted from the Senate approval process on a non-precedent setting basis because their development and approval for funding pre-dated the effective date of Senate policy V-129 Non-Credit Credentials on September 1, 2023. Proposal packages for the programs were provided to the Vancouver Senate for information purposes only.*

These programs help advance UBC’s academic mission by providing new program opportunities, which address skill gaps in the labour market, help create a resilient workforce, help mid-career and continuous learners obtain industry-recognized skills and credentials, and enhance recruitment opportunities for undergraduate and graduate programs (e.g., summer programs). Non-credit programs offered by Extended Learning and our Faculties on both campuses help to link UBC with communities and with external agencies, such as businesses, governments, and professional associations that we may not otherwise interact with through our credit offerings. Non-credit programs strengthen our institution by fostering positive public relations, leveraging financial resources from non-traditional sources, and delivering high-profile services to the community. Non-credit options are an important means of extending access to education and post-secondary credentials to people who would otherwise not have such access.

As evidenced by the Province’s continued investment in micro-credential initiatives and the StrongerBC future skills grant, non-credit programming aligns strongly with provincial priorities. It should be noted that UBC was allocated \$2.1 million in 2024 to provide funding for learners to access UBC non-credit programming.

APPENDICES

1. List of non-credit certificates and non-credit micro-certificates approved by the Senates and the Provost Offices between July 01, 2023 – June 30, 2024

Appendix 1 - List of non-credit certificates and non-credit micro-certificates approved by the Senates and the Provost Offices between July 01, 2023 – June 30, 2024

Campus	Offering Faculty/Extended Learning	School/Dept/Unit (if applicable)	Program Type	Program Name	Brief Description	Program Details	Launch Date	Target enrolment per offering	Date of Senate Approval	Fees Approved	Date of Fee Approval
Vancouver	Extended Learning	Department of Computer Science	Program Certificate	Artificial Intelligence in Digital Media	This certificate will provide learners a comprehensive introduction to the topics of automation and creativity in the context of the digital media industry with key competencies in utilizing automation technologies within digital media processes, and understanding what aids and impedes creativity.	Six, online courses of 150 hours (can be completed over 2 years)	The first micro-certificate that ladders into the program started in the Fall 2023	30-45 learners	November 2023	\$6,225.00 - \$7,775.00 depending on the elective courses chosen	April 2024
Vancouver	Faculty of Science	Institute for Resources, Environment and Sustainability	Micro-certificate	Climate Action Planning: Foundations, finance and implementation	This program explores various financial mechanisms including public sources and capital markets and, in the process, connects students to the relevant policy ecosystem and knowledge resources available. The program delves into the nexus between the economy and climate action.	Three, online micro-courses completed over 12 weeks.	January 2024	20-40 learners	Exempt*	\$1,950.00	January 2024
Vancouver	Faculty of Medicine	Department of Medicine and Data Science Institute	Micro-certificate	Health Data Analytics: Opportunities and Applications	This program provides learners with career development and upskilling opportunities to fill the data literacy gap in our evolving data-driven health sector.	Three online micro-courses, each 4 weeks long	January 2024	30 learners	Exempt*	\$2,400.00	January 2024
Vancouver	Extended Learning		Micro-certificate	AI and Society: AI for the Greater Good	This program explores the implications and ethical considerations of combining creativity and automation and the importance of eliminating biased data regarding racial, cultural, gender or political identities for AI-powered decision-making.	One online course of 8 weeks	October 2024	15-20 learners	May 2024	\$2,950.00	April 2024

Appendix 1
Non-Credit Credentials Approved under Delegated Authority: 2024 Annual Report

Vancouver	Extended Learning		Micro-certificate	AI Development of Interactive Experiences	This program will provide learners with a comprehensive understanding of what personalization with AI in digital media means and how to maximize its benefits for personal or organizational goals.	Two online micro-courses of 4 weeks each	February 2025	20 learners	May 2024	\$2,700.00	April 2024
Vancouver	Extended Learning		Micro-certificate	AI Powered Automation and Personalization	This program will provide learners with a comprehensive introduction to the topics of automation and creativity in the context of the digital media industry with key competencies in utilizing automation technologies within digital media processes, and understanding what aids and impedes creativity.	Two online micro-courses of 4 weeks each	October 2024	25 learners	May 2024	\$2,700.00	April 2024
Vancouver	Medicine	School of Biomedical Engineering	Micro-certificate	Innovation Leadership: Medical and Bio-Innovations	The program offers two vital micro-credentials in intellectual property (IP) strategy & management, and the identification of unmet medical needs. Identifying unmet needs is crucial in healthcare innovation, guiding the creation of effective treatments and devices. This process impacts reimbursement strategies, enhances patient outcomes, and improves the overall efficiency of the healthcare system.	Two, online, 10-week micro-courses of 25 hours each	September 2024	30-35 learners (where 4 are international)	May 2024	\$2,500.00 domestic & \$5,000.00 international	April 2024
Vancouver	Forestry		Micro-certificate	Foundations of Silviculture	This program concentrates on improving the understanding of those subjects that encompass the broad field of silviculture and forest management in a changing climate, smaller operations and reconciliation with indigenous communities.	Four, online micro-courses completed over 8 weeks.	October 2024	20 learners	May 2024	\$2,400.00	May 2024

Appendix 1
Non-Credit Credentials Approved under Delegated Authority: 2024 Annual Report

Vancouver	Forestry		Micro-certificate	Life Cycle Assessment of Clean Fuels	The program aims to provide training that will fill crucial knowledge gaps around life cycle assessment (LCA) of transportation fuels impacted by the BC Low Carbon Fuels Act (LCFA) and the Federal Clean Fuel Regulations (CFR). These regulations require fuel producers in Canada to reduce the environmental impact of the fuels they produce to meet Provincial and Federal greenhouse gas emission (GHG) targets for 2030 and 2050.	Three, online micro-courses completed over 8 weeks.	October 2024	20 learners	May 2024	\$2,400.00	May 2024
-----------	----------	--	-------------------	--	--	---	--------------	-------------	----------	------------	----------

**These two programs were allowed to be exempted from the Senate approval process on a non-precedent setting basis because their development and approval for funding pre-dated the effective date of Senate policy V-129 Non-Credit Credentials on September 1, 2023. Proposal packages for the programs were provided to the Vancouver Senate for information purposes only.*