

S.91-34

SIMON FRASER UNIVERSITY

Vice-President Academic

MEMORANDUM

To: Senate
From: J. Munro, Chair
Senate Committee on
Academic Planning
Subject: Department of English -
Curriculum Revision
(SCAP 91 - 19)
Date: May 14, 1991

Action undertaken by the Senate Committee on Academic Planning and the Senate Committee on Undergraduate Studies, gives rise to the following motion:

MOTION: "that Senate approve and recommend approval to the Board of Governors, as set forth in S.91-34, the change in course number and credit hours from ENGL 099 - 2 to ENGL 199 - 3

Subject to the approval by Senate and the Board of Governors the Senate Committee on Undergraduate Studies approved the first offering of ENGL 199 - 3 in Fall 1991-3.

Rationale for change of number from 099 to 199

Changing the number to the 100-division will indicate that this course is not intended to be remedial nor to be preparatory to our other 100-division courses. English 099 has never been remedial. This course has sometimes been refused credit for fulfilling requirements in other departments because its number, 099, has erroneously been interpreted as meaning that it is remedial or in some way inferior to our 100-division courses. This situation has caused problems for community colleges, because we articulate 099 with their composition courses. Providing the course with a 100-division number, and also the same number of credits as our other 100-division courses, will indicate that it can be taken on a par with them in fulfilling requirements. The only reason why the English Department does not allow it as credit for an English major is that, unlike our other courses, its primary focus is not on literature.

Changes in credit-hours and number for English 099

Revisions in Calendar

Page 173

From:

ENGL 099-2 University Writing

An introduction to reading, analysis and composition central to the understanding and preparation of expository writing required in university studies.
(Seminar)

To:

ENGL 199-3 University Writing

An introduction to reading, analysis and composition central to the understanding and preparation of expository writing required in university studies.
(Seminar)

Page 83 (under "Major Program")

From:

Under no circumstances will credit for ENGL 099, or its equivalent taken elsewhere, be allowed to substitute for ENGL 101, 102, 103, or 104.

A student with 18 transfer credits in English (not including English 099) will be deemed to have met the departments lower division requirements for a major

To:

Under no circumstances will credit for ENGL 199, or its equivalent taken elsewhere, be allowed to count towards a major in English, or to substitute for English 101, 102, 103, or 104 in fulfilling the requirements for a major in English.

A Student with 18 transfer credits in English (not including English 199) will be deemed to have met the department's lower division requirements for a major

Rationale for change of credit-hours from two to three:

English 099's current two-credit status is not proportionate to the amount of work students are required to do to meet the goal of the course: namely, proficiency in essential aspects of scholarly discourse. In their course evaluations, students repeatedly remark on this discrepancy, and often complain that English 099's two credits mislead them into enrolling in the course as an extra to a full load.

As well, transfer credit from other institutions, for similar courses, typically leaves one credit unassigned: these similar courses are uniformly three-credit courses.

F.A.C.C. 1991 0 6 7

COURSE PROPOSAL FORM

Calendar Information

Department English

Abbreviation Code: ENGL Course Number: 199 Credit Hours: 3 Vector: 0-3-0

Title of Course: University Writing

Calendar Description of Course: An introduction to reading, analysis and composition central to the understanding and preparation of expository writing required in university studies.

Nature of Course Seminar

Prerequisites (or special instructions): Students with credit for ENGL 099 cannot take this course for further credit.

What course (courses), if any, is being dropped from the calendar if this course is approved: ENGL 099-2

2. Scheduling

How frequently will the course be offered? Every semester

Semester in which the course will first be offered? 91-3

Which of your present faculty would be available to make the proposed offering possible? All Faculty

Objectives of the Course

4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

Faculty

Staff

Library

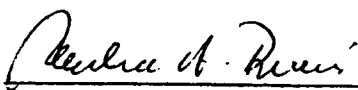
Audio Visual

Space


Equipment

5. Approval

Date: _____


Department Chairman


Dean


Chairman, SCUS

US 73-34b:- (When completing this form, for instructions see Memorandum SCUS 73-34a. Attach course outline).

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REGISTRY OFFICE

**SIMON FRASER UNIVERSITY
FACULTY OF ARTS
DEAN OF ARTS OFFICE**

MEMORANDUM

To: Ron Heath
Secretary
S.C.U.S.

From: Ellen Gee
Associate Dean of Arts

Re: Change of Course
Number, and Credit
Hours

Date: 8 April, 1991

The Faculty of Arts Curriculum Committee, at its meeting of April 4, 1991, unanimously approved the following motion:

That the course number and credit hours of English 099-2, be changed to English 199-3.

The Faculty of Arts requests that this motion proceed to Senate as quickly as possible. It requests a waiver of the usual eight month implementation regulation, so that the course appears under the new number with three credits for Fall, 1991.

The reason for our request is that there has been an injustice under the current number because the course has not been applied to the required 6 credits of English for teacher certification, due to interpretation by the qualification body of teachers. If a student takes the required first year English courses at Capilano College and transfers to U.B.C., the course receives 6 credits of English, and fulfills the teacher qualification requirement. If the same course is transferred to S.F.U., the student currently receives credit for English 099-2, G.E. English (1), English 100-Division (3). Thus, only 3 credits count towards the teacher certification requirement. This situation has created a major articulation problem with the colleges, not unexpectedly. Given the situation, which is obviously unfair, we wish to solve the problem this Fall.

Ellen Gee
Ellen Gee, Ph.D.
Associate Dean of Arts

EG/dgg
cc: Roger Blackman, Chair, S.C.U.S.

For Information

S.91-35

REPORT TO SENATE

SENATE POLICY COMMITTEE ON
SCHOLARSHIPS, AWARDS AND BURSARIES

MAY 1991

Dr. Roger Blackman
SPCSAB Chair

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I. INTRODUCTORY COMMENTS

This report covers the business and activities of the Senate Policy Committee on Scholarships, Awards and Bursaries (SPCSAB) for the three semesters, 90-2, 90-3 and 91-1.

Four meetings were held, May 29, 1990, October 24, 1990, November 6, 1990 and December 4, 1990.

In addition to routine business, the Committee dealt with the following issues:

A. Graduate Programs

1. The committee approved the values of Graduate Awards for 91/92 as follows:

<u>Name of Award</u>	<u>90/91 Value</u>	<u>Approved for 91/92</u>
Master's Graduate Fellowship	\$ 3,700	\$ 3,850
Ph.D. Graduate Fellowship	\$ 4,300	\$ 4,450
Graduate Stipends	\$ 4,300	\$ 4,450
C.D. Nelson Memorial Graduate Scholarship	\$15,000	\$15,000
William and Ada Steel Scholarship	\$17,000	\$17,000

2. With regard to the terms of reference of Graduate Awards, related to employment income, the Committee revised the terms as follows:

"Graduate Award recipients may receive no employment income during tenure of this award with the sole exception of part time work which constitutes the recipient's thesis (or equivalent) research project or internship, and are expected to devote their full time and energies to their graduate studies during tenure of the award."

B. Undergraduate Programs

1. The Committee approved the Entrance Scholarship Programs for 91/92 as outlined below:

a) B.C. Secondary School Entrance Scholarships

<u>Name of Award</u>	<u>90/91 Value</u>	<u>Approved for 91/92</u>
Simon Fraser	\$30,000	\$30,000
Gordon M. Shrum	\$17,000	\$20,000
William and Ada Steel	\$19,000	\$20,000
Dean's in Applied Science	\$ 8,000 *	\$10,000 *
Dean's in Science	\$ 8,000 *	\$10,000 *
Dean's in Arts	\$ 8,000	\$10,000
Dean's in Business Admin.	\$ 8,000	\$10,000
President's	\$ 8,000	\$10,000
Jack Diamond	\$ 8,000	\$10,000
Chancellor's	\$ 6,100	\$ 8,000
Abe Unrau Co-op Education (added)	-	\$ 7,050
SFU Entrance Prize	\$ 1,000	\$ 1,000

* Plus \$8,000 Canada Scholarship

Most of the above scholarships may include an additional \$1,000 for travel allowance (for designated School Districts in B.C.)

b) National Entrance Scholarships

<u>Name of Award</u>	<u>90/91 Value</u>	<u>Approved for 91/92</u>
Gordon M. Shrum	\$21,000	\$22,000
President's (deleted)	\$ 9,500	-
Kenneth Strand (added)	-	\$12,000
Jack Diamond	\$ 9,500	\$12,000

c) College Transfer Entrance Scholarships

<u>Name of Award</u>	<u>90/91 Value</u>	<u>Approved for 91/92</u>
Hon. William G. Hamilton	\$12,400 *	\$15,000 *
President's (deleted)	\$ 6,300 *	-
Ken Caple (added)	-	\$ 7,500 *

* plus \$1,000 travel allowance (for designated College Districts in B.C.)

2. With regard to Fall Convocation, the Committee agreed that the medals traditionally given at the annual Convocation will be awarded in June, and that no new medals will be established for the Fall Convocation.

3. The Committee noted with some concern the increasing demand upon the Open Undergraduate Scholarship Programs, and noted that the demand is growing more quickly than the budget for that program.

C. General

1. The Committee approved amended criteria regarding specified eligibility requirements in the terms of reference of scholarships, bursaries, awards, medals and prizes, as follows:

"The Senate Policy Committee on Scholarships, Awards and Bursaries (SPCSAB) is charged with the responsibility of ensuring that all scholarships, awards and bursaries administered by the University, or listed in its Calendar, are in the best interests of the University as an academic institution. The terms of reference for scholarships, awards, bursaries, medals and prizes should not include restrictive criteria that are intrinsically unrelated to academic merit or financial need such as race, creed, colour, sex, or national origin, when these criteria are determined by the Committee to be improper or irrelevant."

2. The Committee also approved procedures to be followed when determining the acceptability of terms of reference for awards, as follows:

"When developing or negotiating terms of reference for scholarships, awards, bursaries, medals and prizes, University administrators should be alert to proposed specified eligibility requirements that might contravene this policy.

Administrators seeking advice as to the acceptability of a proposed eligibility requirement should make early contact with the Chair of SPCSAB. In general, and whenever possible, questionable eligibility requirements should be eliminated.

If it is not possible to eliminate a specified eligibility requirement that might be in contravention of University policy, the administrator shall inform the Chair of SPCSAB, in writing, of the terms of the proposed scholarship, award or bursary, providing any additional information or argument relevant to its acceptability.

After due consideration, the Chair of SPCSAB shall decide either to:

- a) refuse approval of the questionable requirement, and so inform the administrator; or
- b) approve the questionable requirement, and so inform the administrator; or
- c) circulate the relevant materials to SPCSAB members asking them whether they wish to deny the request, approve the request, or convene a meeting.

At least once each semester, the Chair of SPCSAB shall advise Committee members of the actions taken under (a) and (b) above."

3. The Committee expressed concern on several occasions regarding the need to maintain the value of the Awards Budget for both Graduate and Undergraduate Programs as enrolment increases.

There was discussion of the University's proposed new investment policy for Endowments established for student awards. Capitalizing a higher percentage of accrued interest than in the past is sound business practice, as it ensures that the value of the Endowment is secure over time. However, it does reduce the amount of investment revenue for awards, and hence the number of awards which can be issued from Endowment Funds.

AWARDS BUDGET - 1990/91
SUPERVISED BY THE DIRECTOR, FINANCIAL AID AND AWARDS

	<u>1990/91</u>	
I. GRADUATE		
1. Bursaries		
A. Open	19,000	
B. Daycare	3,000	
2. Emergency Loans (Non-recovery)	<u>600</u>	
Graduate Sub-total:	22,600	22,600
II. UNDERGRADUATE		
1. Open Scholarships	621,570	
2. Entrance Scholarships		
A. B.C. Secondary	611,878	
B. National	14,000	
C. College	36,000	
D. International	<u>0</u>	
Sub-total: (II)	1,283,448	1,283,448
3. Bursaries		
A. Open	250,000	
B. Daycare	13,000	
4. Awards	108,000	
5. Work Study	20,000	
6. Emergency Loans (Non-recovery)	<u>3,000</u>	
Sub-total:(II-3 - II-6)	394,000	<u>394,000</u>
TOTAL: (I & II))		1,700,048
III. INTERNATIONAL	268,122	<u>268,122</u>
GRAND TOTAL:(I & II & III)		1,968,170
IV. NON-RECURRING BURSARIES	285,000	

III. UNDERGRADUATE AWARDS STATISTICS 1990/91

A. SFU OPERATING AWARDS BUDGET (Number of Awards)

	<u>90-2</u>	<u>90-3</u>	<u>91-1</u>	<u>TOTAL</u>
1. <u>Scholarships</u>				
Open	307	462	447	1,216
Entrance	41	391	266	698
International	14	9	15	<u>38</u>
		Sub Total:		1,952
2. <u>Awards</u>				
Athletic	1	27	21	49
Recreation	-	15	16	31
University Arts and Service	57	9	39	<u>105</u>
				185
3. <u>Bursaries</u>				
Open	239	443	* 14	696
Daycare	17	19	0	36
International	43	75	18	<u>136</u>
		Sub Total:		868
4. <u>Honour Roll</u>	50	126	130	306

Note: Students may receive up to three honour roll designations per year.

* Expenditures were transferred from Open Award funds to Private funds.

B. PRIVATE SCHOLARSHIPS, BURSARIES AND AWARDS (Number of Awards)
(Awards are made to eligible students from privately donated funds which have general or specific Terms of Reference, as listed in the SFU Calendar.)

	<u>1990/91</u>			
	<u>90-2</u>	<u>90-3</u>	<u>91-1</u>	<u>TOTAL</u>
1. Scholarships	42	69	127	238
2. Bursaries	56	167	* 503	726
3. Awards, Medals and Prizes	38	49	36	<u>123</u>
			Total:	1,087

* Expenditures were transferred from Open Award funds to Private funds

IV. GRADUATE BURSARIES

	<u>90-2</u>	<u>90-3</u>	<u>91-1</u>	<u>TOTAL</u>
1. Open Bursaries	37	24	21	82
2. International	18	30	18	66
3. Daycare	2	2	0	<u>4</u>
			Total:	152

V. EMERGENCY LOANS: UNDERGRADUATE AND GRADUATE
short term, interest-free loans are available to students who require interim emergency funding while awaiting funds from other sources.

Value: Normally \$300 - \$500

During 1990/91, 1,144 loans were issued totalling \$531,375

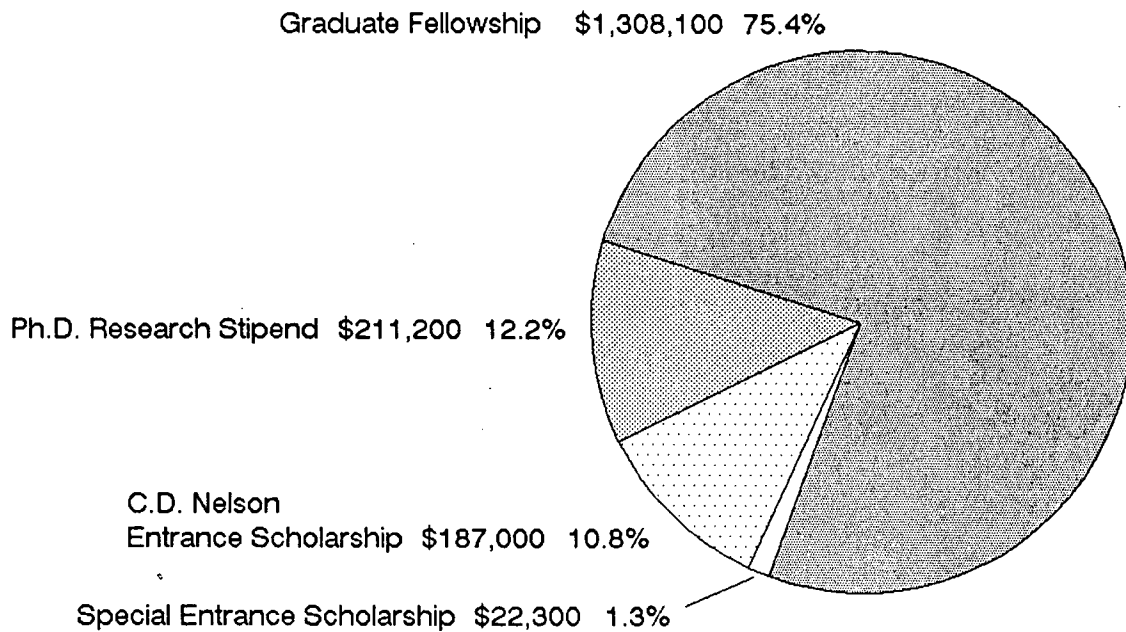
VI. WORK-STUDY PROGRAM: UNDERGRADUATE AND GRADUATE

The SFU Work-Study Program provides part time employment which is intended to be mutually beneficial to students and the University. Every effort is made to provide career-related job experience, which is primarily of a research nature. The Work-Study program is intended normally to supplement Provincial and Federal student loan programs, as per policy requirements of the government funded programs. However, Work-Study funded through SFU requires only that students demonstrate financial need to qualify. All students must meet a financial needs test, must be registered in, and maintain 9 credit hours or more in undergraduate studies, or be registered in a Graduate Program for Graduates, and must be in satisfactory academic standing.

Work-Study

	<u>90-2</u>	<u>90-3</u>	<u>91-1</u>	<u>90/91</u> <u>Total</u>
Undergraduates employed	139	248	256	643
Graduates employed	31	19	21	71

S.F.U. Graduate Awards 1990/91



Total Expenditures: \$ 1,728,600

Merit-based awards administered by the Dean of Graduate Studies from the S.F.U. Scholarships and Awards budget.

1990/91 GRADUATE AWARDS
Administered by the Dean of Graduate Studies

Disbursement by Award Category

Graduate Fellowships	\$ 1,308,100
President's Ph.D. Research Stipends	211,200
C.D. Nelson Memorial Graduate Scholarships	187,000
Special Graduate Entrance Scholarships	22,300
TOTAL EXPENDITURES	\$ 1,728,600

Disbursement by Semester & Award Category

Name	90-2	90-3	91-1	Total
GF	18 @ \$3500 48 @ \$4100 \$259,800	90 @ \$3700 55 @ \$4300 \$569,500	62 @ \$3700 58 @ \$4300 \$478,800	\$1,308,100
Stipend	19 @ \$4100 \$ 77,900	18 @ \$4300 \$ 77,400	13 @ \$4300 \$ 55,900	\$ 211,200
Nelson	10 @ \$4200 \$ 42,000	16 @ \$5000 \$ 80,000	13 @ \$5000 \$ 65,000	\$ 187,000
Special	1 @ \$1100 3 @ \$1000 \$ 4,100	1 @ \$2500 1 @ \$2000 1 @ \$1850 2 @ \$1500 \$ 9,350	2 @ \$2000 1 @ \$1850 2 @ \$1500 \$ 8,850	\$ 22,300
TOTAL	\$383,800 99 awards	\$736,250 184 awards	\$608,550 151 awards	\$1,728,600 434 awards

1990/91 PRIVATE GRADUATE AWARDS
Administered by the Dean of Graduate Studies

These awards are made from privately donated funds which have specific terms of reference as listed in the graduate section of the SFU calendar.

Disbursement by Semester & Award Category

	90-2	90-3	91-1	
	1 @ \$6000	1 @ \$6000	1 @ \$7000	
	1 @ \$4200	3 @ \$5000	1 @ \$6000	
	1 @ \$3333	1 @ \$4200	2 @ \$5000	
	4 @ \$3084	4 @ \$3084	1 @ \$4500	
	1 @ \$ 250	2 @ \$2567	1 @ \$4200	
		2 @ \$2500	3 @ \$4000	
		1 @ \$2317	1 @ \$3700	
		2 @ \$2000	3 @ \$3084	
		3 @ \$1500	3 @ \$3000	
		2 @ \$1000	4 @ \$2500	
		1 @ \$ 900	1 @ \$2317	
		2 @ \$ 700	1 @ \$2300	
		1 @ \$ 450	1 @ \$2000	
		2 @ \$ 300	1 @ \$1600	
			1 @ \$1200	
			8 @ \$1000	
			1 @ \$ 700	
			3 @ \$ 500	
TOTAL	\$ 26,119	\$ 63,837	\$ 95,269	\$185,225
	8 awards	27 awards	37 awards	72 awards