

SIMON FRASER UNIVERSITY

S.71-32

MEMORANDUM

To.....SENATE.....

From.....ACADEMIC PLANNING COMMITTEE.....

Subject.....DIVISION OF GENERAL STUDIES -
REVISION OF SECTION 3(a) OF
PAPER S.424 - S.71-32.....

Date.....FEBRUARY 9, 1971.....

MOTION:

"That Section 3(a) of Senate Paper S.424 be
revised as outlined in Paper S.71-32."

Note: Paper S.424 as revised and approved by Senate at its
meeting of November 9, 1970 is attached for information.

SIMON FRASER UNIVERSITY

MEMORANDUM

To..... MEMBERS OF SENATE

Subject..... DIVISION OF GENERAL STUDIES -
 REVISION OF SECTION 3(a) OF
 PAPER S.424

From..... ACADEMIC PLANNING COMMITTEE

Date..... FEBRUARY 9, 1971

RECOMMENDATION

That the following replace Section 3(a) of Senate Paper S.424:

3. OPERATIONAL DETAILS

(a) For each Inter- and Multi-Disciplinary Program:

- (i) The Dean of the Division of General Studies shall report as a dean of faculty to the Vice-President Academic.
- (ii) The teaching faculty of such a program shall be identified by the Dean of the Division of General Studies in consultation with the Coordinator/Director.
- (iii) Such faculty shall annually elect from among themselves a steering committee.
- (iv) The steering committee with the Dean of Division of General Studies shall constitute an Appointments Committee for purpose of selection and recommendation for appointment of a Coordinator/Director. The Coordinator/Director shall report to the Dean of the Division of General Studies.
- (v) The responsibilities of the Coordinator/Director, in consultation with the steering committee and other program faculty, shall in general include recommendations for appointments, budgets and the submission of names of candidates who have completed the requirements of the program. The Coordinator/Director shall discuss the

faculty requirements of his program with the relevant departments. More specifically:

Recommendations for contract positions solely within the Division shall be forwarded by the Coordinator/Director to the Dean of the Division of General Studies.

An annual budget reflecting the administrative and teaching needs of the program shall be prepared by the Coordinator/Director in consultation with the steering committee and/or program faculty, and submitted directly to the Dean of the Division of General Studies.

The Coordinator/Director will report to the Dean of the Division regarding fulfillment of the requirements of the program by students.

- (vi) The steering committee plus two or more students shall constitute a curriculum committee for each program. Students shall be appointed to each curriculum committee with the approval of the Dean of the Division on the recommendation of the Simon Fraser Student Society.
- (vii) Comments on the performance of faculty members participating in programs in the Division shall be conveyed by the Dean of the Division to appropriate Departmental Chairmen for inclusion in the overall evaluations of faculty by Departmental Tenure Committees.

Comments on the performance of individuals on contract within the Division shall be conveyed by the Coordinator/Directors of the programs to the Dean of the Division.

(viii) Not later than three years after date of inception, each new program will be reviewed by the Academic Planning Committee and a recommendation made to Senate either to continue or discontinue the program. If it is to be discontinued, the welfare of students involved shall be taken into account in phasing out the program.

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DIVISION OF GENERAL STUDIES

RECOMMENDATION: That a Division of General Studies be established with responsibility for administering such multidisciplinary, interdisciplinary and experimental courses and programs as Senate and the Board of Governors may from time to time place within the jurisdiction of the Division of General Studies.

REASONS FOR THIS RECOMMENDATION:

1. BACKGROUND INFORMATION:

The Academic Planning Committee has before it for consideration a number of specific proposals for new courses and programs. The list comprises:

- the Arts Program
- the Computing Science Program
- the Bio-Chemistry Program
- the Canadian Studies Program
- the African/Middle East Studies Program
- the Master of Arts (Education) Program
- the Latin American Studies Program

After approval by Senate of some or all of these proposals, it will then fall to the Academic Planning Committee to recommend an order of priority for the programs so approved.

Before making any such specific recommendations, however, the Academic Planning Committee has had to deliberate about some quite general questions of policy: questions about its criteria for assessment, questions about the current practicability of implementing any of the proposed programs, and about the most desirable ways of doing so. Among the factors relevant to these deliberations were the following:

2. GENERAL CONSIDERATIONS:

(a) It is clear that if present estimates of the 1971/72 budget are correct (or even nearly so), then only a limited amount of money will be available for us to mount new programs in the near future. It becomes a matter of paramount importance, then, to determine how, if at all, the expected budgetary resources can be stretched to accommodate as many as possible of the programs whose implementation is recommended.

(b) One fairly obvious way of effecting the necessary cost-savings is to ensure that administrative costs are kept to a minimum. Now as it happens, each of the programs submitted to Senate for approval has originated from quite different sources and - in the absence of any suggestions to the contrary - has proposed its own independent administrative organisation. Consequently if implemented as they stand, these programs proposals would involve considerable duplication of administrative personnel and facilities. Accommodating all new programs within a single organisational structure would solve at least this problem.

(c) It would also provide a viable solution to another set of problems which would otherwise arise: those of establishing proper lines of communication and responsibility between persons responsible for new programs and the central University administration, of establishing uniformity of procedures within the new programs, and of ensuring some degree of rational and coherent overall planning for the programs to be implemented.

(d) Placing inter- and multi-disciplinary programs under University-wide control would also do much to hasten the initiation and development of inter- and multi-disciplinary and experimental programs which reflect the diversity of student and faculty interest.

(e) Finally, within a unified administrative framework of the kind proposed it is easier to envisage procedures being established for the recruitment of faculty in some of those non-standard categories which the new programs call for: faculty to be employed on a part-time basis only, and, in certain cases, faculty appointed on a contract basis. (The last-mentioned category is plainly called for in the case of experimental courses which - if they are found not to be viable after a certain time - may need to be phased out in order to free University resources for other new programs and experimental courses.)

For the above reasons the Academic Planning Committee recommends the establishment of:

A DIVISION OF GENERAL STUDIES

as provided for hereunder.

1. DEAN OF THE DIVISION

The Division should have as its head a Dean with responsibility to the Academic Vice-President and responsibility for the administration of all inter- and multi-disciplinary programs and experimental courses and programs.

2. GENERAL STUDIES FACULTY

Normally, faculty participating in General Studies program would fall under one or other of the following headings:

(a) Faculty holding appointments within existing departments and who, with departmental approval, are seconded to teach in either a full-time or a part-time capacity within the General Studies Division.

(b) Newly appointed faculty who may be recruited to positions of the following kinds:

(i) To an existing department with appropriate arrangements for secondment to the General Studies Division as in (a). Here normal appointments procedures would be followed except that both the department concerned and faculty associated with the General Studies program concerned would meet jointly to approve of the candidate's appointment.

- (ii) To a non-departmental position describable as a 'University Professorship within the General Studies Division.' Such positions might carry all the prerequisites and responsibilities of ordinary faculty except for right to tenure. By way of compensation such faculty might be paid a somewhat higher salary.
- (iii) To a contract position for a restricted period of time, e.g. one or two years. Such positions could be filled either on a full-time or on a part-time basis, and would be particularly appropriate for persons from outside the University who have special expertise in the relevant program area.

3. OPERATIONAL DETAILS

(a) For Inter- and Multi-disciplinary Programs.

It is recommended that any such program should, for purposes of its academic operation, be guided by a duly elected Steering Committee and Chairman.

The responsibilities of the Steering Committee, in consultation with program faculty, would include:

- admission of students;
- curriculum development;
- appointment recommendations (in conjuncture with the relevant department if any);
- budget recommendations;
- submission of names of candidates for degrees.

The Chairman of the program would report to the Dean of the Division and be responsible for (among other things) submitting an annual budget reflecting the needs of his program.

(b) For Experimental Activities.

It is recommended that such activities be guided by a Board serving in the advisory capacity to the Dean of the Division and consisting of six members, three faculty, one from each of the three Faculties in the University, and three students to be selected by the Student Society.

The responsibilities of the Board will include recommendations to the Dean on the following:

- policy determination;
- establishment of administrative procedures;
- recommendations to Senate for approval of courses or programs on an experimental basis and the requisites for these courses or programs;
- recommendations on certification of non-departmental credit for the degree offerings of the University. Departmental credit toward the major will, of course, require express approval of the Department, the Faculty and Senate.

In addition, the Board will function with the Dean of the Division to actively stimulate, promote and publicize the development of inter- and multi-disciplinary and experimental courses and programs within the University.