

SIMON FRASER UNIVERSITY

S. 71-35

MEMORANDUM

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

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

Subject.....SENATE UNDERGRADUATE STUDIES  
.....COMMITTEE, S. 71-35.....

Date.....FEBRUARY 5, 1971.....

MOTION:

"That Senate establish a Senate Committee on Undergraduate Studies (standing) with membership, terms of office and terms of reference, including organization, as outlined in Paper S.71-35."

# SIMON FRASER UNIVERSITY

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## MEMORANDUM

To.....Members of Senate.....	From.....Academic Planning Committee.....
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Subject.....Senate Undergraduate Studies..... Committee	Date.....February 5, 1971.....

### RECOMMENDATION

That Senate establish a Senate Committee on Undergraduate Studies (standing) with the following membership, terms of office and terms of reference:

#### Membership

Vice-President Academic or his designate  
Two faculty from each Faculty Undergraduate Curriculum  
    Committee elected by the members of those Committees  
Two student senators  
Dean of Arts or his designate  
Dean of Education or his designate  
Dean of Science or his designate  
Dean of the Division of General Studies or his designate  
Registrar                      ex-officio                      secretary                      (non-voting)  
Librarian  
Academic Planner    (non-voting)  
One person appointed by the President

The chairman of the Committee will be designated by the Vice-President Academic.

A quorum will consist of the chairman of the Committee and one representative from each of the Faculty Undergraduate Curriculum Committees.

#### Terms of Office

The representatives from the Faculty curriculum committees and the

student senators will normally serve a two-year term and will be eligible for reappointment. In the first instance, it is recommended that the Faculty Curriculum Committees elect one of their members for a one-year term and the other for a two-year term; Senate in electing the student senators to the Committee should also name one to serve a one-year term and the other to serve a two-year term. Such an arrangement will ensure continuity and overlapping membership.

#### PURPOSE

- A. To consider and make recommendations to Senate on all existing and proposed courses taking into consideration:
  - (1) the University's academic standards
  - (2) the need for coordination of all undergraduate academic activities within the University
  
- B. To review the results of current evaluation processes and bring significant discrepancies to the attention of Senate, the Faculties and the departments concerned.
  
- C. To recommend to Senate grading and examination practices appropriate to the University's educational process to ensure:
  - (1) reasonably consistent and equitable evaluation practices within and across courses
  - (2) the continued maintenance of high academic standards

#### BACKGROUND

The nature of the degree and program offerings at Simon Fraser University has, until recently, reflected primarily a departmental orientation. In planning the undergraduate curriculum at the University, it has been possible to vest responsibility for curriculum recommendations in the hands of departments and in faculty curriculum committees with responsibility for final approval of new program and/or course offerings vested with Senate.

Recently, however, several inter and multi-departmental courses and programs have emerged as well as a Division of General Studies charged with offering experimental courses and programs. Furthermore, Senate has now approved the establishment of a Bachelor of General Studies, defined minor and double minor degrees and will soon be examining double major degrees and other proposed curricular changes. To many, it is becoming readily apparent that with the expansion of the program and degree options available to students, the resulting inter-relationship among programs will require a much greater degree of coordination and integration in the various facets of the undergraduate curriculum than hitherto. In both the program and degree areas, there is a need to ensure that course offerings, pre-requisites and co-requisites reflect the programs that have been established, that unnecessary duplication is avoided, that inter-relationships among programs are identified, and that standards once set are maintained.

Furthermore, there is a need to ensure that the implementation of these new degrees and programs does not result in an unnecessary proliferation of different degree requirements at this University.

Finally, inextricably linked to the whole undergraduate curriculum is the issue of grading and examination practices. At the present time, there exists a Senate Committee on Grading and Examination Practices. Because we find it difficult to separate the curriculum issues from the grading and examination practices issues, we are recommending that responsibilities in both of these areas be integrated into one committee. In so doing, we recognize that we are imposing a heavy responsibility on one committee. However, we believe with the effective utilization of staff assistance, the actual work of the committee members can be considerably lessened. The Committee should also point out its concern about the proliferation of committees at this University and hopes, by this mechanism, to set a favorable example.

ORGANIZATION

This proposal is intended to provide at the undergraduate level a curriculum review structure which is similar to that at the graduate level. The existing curriculum committees in each of the three faculties would be retained and, thus, recommendations would emerge from departments, be reviewed at the faculty level and then carried to the Senate Undergraduate Studies Committee for review from a University perspective. The recommendations of the Committee would, in turn, be forwarded to Senate for its consideration.

The work of the Senate Undergraduate Studies Committee would be expected to complement that of the Academic Planning Committee. While the latter would maintain responsibility for reviewing and/or developing new program proposals for submission to Senate and for recommending academic priorities, the Undergraduate Studies Committee would review and recommend to Senate on those curriculum matters affecting all programs implemented at the University.

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