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MEMORANDUM

ATTENTION Senate
FROM Bill Krane, Acting Vice-President, Academic and Provost, and Acting Chair, SCUP
RE: Faculty of Arts and Social Sciences: Suspension of Admission to the Major in Latin American Studies (SCUP 11-50)

DATE December 14, 2011
PAGES 1/1



At its November 23, 2011 meeting SCUP reviewed and approved the proposal to suspend admission to the Major in Latin American Studies within the Faculty of Arts and Social Sciences.
(effective May 2012)

Motion:

That Senate approve the suspension of admission to the Major in Latin American Studies within the Faculty of Arts and Social Sciences.

Encl.

c: P. Budra

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MEMORANDUM

ATTENTION	Senate Committee on University Priorities	DATE	November 4, 2011
FROM	Bill Krane, Chair Senate Committee on Undergraduate Studies	PAGES	1/1
RE:	Faculty of Arts and Social Sciences (SCUS 11-50i REVISED)		



Action undertaken by the Senate Committee on Undergraduate Studies at its meeting of November 3, 2011, gives rise to the following recommendation:

Motion:

That SCUP approve and recommend to Senate the suspension of admission to the Major in Latin American Studies within the Faculty of Arts and Social Sciences effective Summer 2012.

The relevant documentation for review by SCUP is attached.



FACULTY OF
ARTS AND SOCIAL SCIENCES

SCUS 11-50(i) REVISED

Latin American Studies
Program

STREET ADDRESS
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October 18, 2011

To: Paul Budra, Associate Dean, FASS

Re: LAS undergraduate Major

Dear Paul,

The Latin American Studies Program has decided to dissolve our undergraduate Major, and requests that, as of May 2012, no further students be admitted to our Program.

Please note, we will retain the Minor in Latin American Studies.

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander Dawson".

Alexander Dawson
Director, Latin American Studies Program
Simon Fraser University
aldawson@sfu.ca



SCUS 11-50i

faculty of
arts and social sciences

**Latin American Studies
Program**

street address
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September 20, 2011

Dear Colleagues,

Attached you will find a resolution calling for the dissolution of the undergraduate Major in Latin American Studies.

It is with great regret that we propose this course of action. We must do this because in recent years we have lost most of the faculty who teach in this program, making it impossible for us to offer the courses that students require in order to complete the undergraduate major, particularly LAS 100. While one faculty hire in Latin American Studies would allow us to avoid this decision, we have been critically understaffed for nearly two years, and see no relief in the foreseeable future. As it stands, the program is simply not viable.

We will retain the Minor in LAS, and the LAS MA Program.

Please also note that any student who completes LAS 100 prior to May 2012 will be permitted to complete the major. Currently this includes at least one student who has arranged to take LAS 100 at UBC.

Sincerely,


Alexander Dawson
Director, Latin American Studies Program
Simon Fraser University
aldawson@sfu.ca

SIMON FRASER UNIVERSITY

Degree Program Dissolution Process

From time to time, it may be necessary to discontinue and dissolve existing academic programs. The proposal to discontinue and dissolve a program must be comprehensively documented in order to ensure that all consequences of dissolution have been taken into account to the fullest possible extent.

Approvals and Documentation Required

The documentation described below is necessary for consideration and approval of a proposal to discontinue and dissolve a program at every stage of the process.

Committee Approvals Required

- Faculty undergraduate and/or graduate curriculum committees (or appropriate alternative)

The LAS Steering Committee Agreed last Year to stop admitting new students to the Major. We will discuss the Dissolution of the Major and Vote the resolution in our meeting on September 6, 2011.

- SCUS or SGSC
- SCUP
- Senate
- Board of Governors

Please note that the process as outlined may take a few months to complete, and will not begin until appropriate approvals are received. In some circumstances the university may be required to consult with the Ministry of Advanced Education.

Proposals must allow for appropriate lead-time for completion, including the removal of program information from the SFU Calendar.

Format for the Proposal

The proposal to discontinue and dissolve a program must present the rationale in a clear and comprehensive manner. The proposal must provide sufficient information so that all committee levels are able to fully understand the contributing factors, and to meet SFU's standard of open, accountable academic governance processes.

It is with great regret that we propose that at this time the Major in Latin American Studies be dissolved. We will retain the Minor in LAS. We must do this because in

recent years we have lost most of the faculty who teach in this program, making it impossible for us to offer the courses students require in order to complete the undergraduate major, particularly LAS 100. While one faculty hire in Latin American Studies would allow us to avoid this decision, we have been critically understaffed for nearly two years, and see no relief in the foreseeable future. As it stands, the program is simply not viable.

A proposal to discontinue and dissolve a program will normally only be considered once all of the above committees have previously approved the suspension of new admissions to the program.

The proposal to discontinue and dissolve a program must include the following:

- 1. All impacted credentials, levels and categories of the degree, and specific discipline or field of study;**

LAS will retain the Minor in Latin American Studies and the Latin American Studies MA, but will no longer offer a Major in Latin American Studies. This will impact Joint majors in Anthropology, Archaeology, Business Administration, Communications, Economics, Geography, History, International Studies, Political Science, and Sociology. We anticipate that students wanting to do the work of the Joint Major will be directed towards the Minor in Latin American Studies.

- 2. Location of the program;**

Burnaby

- 3. Faculty(ies), Department(s), or School(s) offering the program;**

The program is offered principally through the FASS, but a couple of our Joint Majors (see above) are offered in other Faculties.

- 4. Anticipated final dissolution date;**

May 2012. That said, there are some students at the university who may have completed some of the program requirements and will wish to finish the Joint Major after that date. We would like to grandfather these students in, allowing them to finish what they started.

- 5. Reasons for discontinuance and dissolution of the program, including:**
 - a. Financial resources**
 - b. Enrollment demand**
 - c. Curricular issues**

The Dissolution of the program is due to financial resources, principally the strains caused by several retirements and other faculty losses, none of which have been replaced. Between 2010 and 2011 alone we lost a faculty complement that offered 6 courses per year. We are simply not viable under these circumstances.

6. Plan for phasing-out of program, including:

a. Steps taken to inform students and prospective students

Students will be informed on the website (which will continue to be maintained, as the undergraduate major is only one part of our work), and through undergraduate advisors in the Departments that offer the Joint Majors.

b. Steps taken to inform instructors and staff

This does not impact staff or instructors, as there are no duties to be re-assigned.

c. Description of the reallocation or any remaining program and associated resources when program is dissolved

LAS will maintain a graduate program, a graduate certificate, and an undergraduate minor. At present there are no resources dedicated to the undergraduate Major. We would also request that LAS remain permitted to offer LAS 412 and LAS 300 periodically, as these courses represent the only venues on campus in which Latin American Literature courses are taught. LAS 412 is being offered during the Fall 2011 Semester, cross listed with a World Literature course. It has 30 students registered. This demonstrates that there is a robust demand for Latin American Studies on campus (a fact made further clear by the enrollment in courses on Latin America offered within the disciplines). We thus require resources to continue to meet campus demand for Latin America.

d. Confirmation of consultation with other impacted departments and Faculties

Consultations have been ongoing for over a year. No other department has been able to offer the resources needed to maintain the Major.

e. Impacts on and/or reorganization of curriculum in cognate disciplines

While this affects Joint Majors, it does not impact the ability of other programs to offer stand alone Majors.

f. Timeline of activities

We will immediately remove information about the Major from our Website. During this year the FASS undergraduate Committee will vote the dissolution of the Major. We anticipate this will be finalized by the end of the Academic year 2011-2012.

7. **Name, title, phone number and email address of the institutional contact person in case more information is required (normally, the Dean of the Faculty in which the program is housed).**

John Craig
Dean
FASS

Alexander Dawson
Director
Latin American Studies Program
2-3405
aldawson@sfu.ca