

SIMON FRASER UNIVERSITY

S.81-128

MEMORANDUM

To.....	SENATE	From	Senate Committee on Scholarships, Awards and Bursaries
Subject.....	ANNUAL REPORT - SCSAB	Date	September 1981

The attached report is forwarded to you for submission to Senate at its next regular meeting.

Submitted by:

Dr. Hal Weinberg
Chairman, S.C.S.A.B.

Vern C. Loewen
Secretary, S.C.S.A.B.
and Director, Financial Aid.

MOTION: That Senate ratify the policies and terms of reference set forth in this report.

I. Table of Contents :

Organization of the Senate Committee on
Scholarships, Awards and Bursaries

Overview of Policy

~~The Awards Programs: Terms of Reference~~

Appendix

- 2 -

II. ORGANIZATION OF THE SENATE COMMITTEE ON SCHOLARSHIPS, AWARDS AND BURSARIES

1) S.C.S.A.B. Committee

The committee members to September 30th 1981 were:

H. Weinberg (Chairman)		
S.A. Aloï	Faculty (Int. Studies)	Elected
L.J. Evenden	Faculty (Arts)	
M.P. Hindley	Faculty (Int. Studies)	
H.J. Johnston	Faculty (Arts)	by
C.H.W. Jones	Faculty (Science)	
L.H. Palmer	Faculty (Science)	
M.F. Wideen	Faculty (Education)	
M. Zola	Faculty (Education)	Senate
D. Moffatt	Lay Member	
G.T. McNabb	Student Society	
K. Stubbs	Student Society	
V.C. Loewen,	Secretary	

2) Task Forces

The responsibilities of S.C.S.A.B. are carried out through the following "Task Forces".

a) Task Force #1

To adjudicate Undergraduate Open Scholarships, all University Awards, plus all other Awards, Medals and Prizes which are to be presented at Convocation.

Members: Three faculty, of which one may be the chairman, the Director of Financial Aid, 2 student committee members and one lay member.

b) Task Force #2

To adjudicate Open Graduate Scholarships, Memorial Scholarships, Private Graduate Scholarships.

Members: Three faculty, of which one may be the chairman, the Director of Financial Aid, 2 graduate students from the committee and the Awards Clerk from the Dean of Graduate Studies Office.

c) Task Force #3

To adjudicate Entrance Scholarships, Gordon M. Shrum Scholarships, P.D.P. Scholarships, Undergraduate Non-Graded Scholarships.

Members: Three faculty, of which one may be the chairman, the Director of Financial Aid, 2 students from the committee and one lay member.

3) S.C.S.A.B. Executive:

- a) **Responsibilities:** Develops policy for final approval by S.C.S.A.B. prepares the Budget and undertakes a variety of miscellaneous tasks, and establishes membership on the task forces each semester.
- b) **Membership:** Chairman of S.C.S.A.B.; one other academic member of S.C.S.A.B. named by the Chairman, and the Director of Financial Aid.

III. OVERVIEW OF POLICY

The broad policy of S.C.A.B. which has evolved over the past four years has several goals. Within the limits of the budget S.C.S.A.B. has attempted to direct increasing amounts of funding into long term support at both the Graduate and Undergraduate levels. At the undergraduate level this policy is implemented in the form of the Gordon M. Shrum Entrance Scholarship. This scholarship is highly competitive amongst senior high school students and guarantees \$1,000.00 per semester for 9 semesters, if the student retains an acceptable G.P.A. The comparable scholarship at the Graduate level is the Graduate Memorial Scholarship (at present in memorium to C.D. Nelson). This scholarship with a value of \$9,000.00 per annum guarantees 2 years support at the M.A. level and 3 years at the Ph.D. level.

Another policy of S.C.S.A.B. has been to guarantee some minimum level of support to all undergraduate students who are good scholars. This policy is implemented in the form of the Tuition Repayment Scholarship which automatically occurs if the student has achieved a predefined semester fine G.P.A., for that semester (and continues to be enrolled). In addition, if a student achieves a predefined G.P.A. over the last 30 hours which exceeds that necessary for fee rebate the student receives, in addition to fee rebate, two payments of \$500.00 in two following semesters. Thus, a good student will be guaranteed fee rebate during the entire course of his or her studies and excellent students will also receive \$500.00 each semester as long as they continue their excellence.

Another policy of S.C.S.A.B. which has been recently implemented is designed to insure that funds budgeted for Open Graduate Scholarships are not diverted into Graduate Student Research Stipends. The Stipend was originally intended to free a student for one semester from the need to be employed so that the student could devote full time to research. Given these terms of reference all graduate students are eligible (if they maintain a G.P.A. of at least 3.25). Consequently the number of students requesting Stipends frequently exceeds the amount budgeted. Past practice has been to take additional funds required from that budgeted for Open Graduate Scholarships, and from other sources.

The new policy is to adjudicate Open Graduate Scholarships only once each year (previously they were adjudicated each semester). The impact of this policy is to expend all funds budgeted for Open Graduate Scholarships annually in September, thus leaving no funds available for transfer to Stipends if Stipend requests exceed the Stipend budget. What this policy does in affect is to give priority to Scholarships. Another affect is to reduce the certainty a student has of receiving a Stipend. In the 1981 - 3 Stipend period, S.C.S.A.B. was not able to fund all requests, although those requests not funded will have priority in the next period for which there are funds. This situation has precipitated a reconsideration of the terms of reference for the Stipend and its purpose. S.C.S.A.B. will be considering this issue during the next few months.

The policy of S.C.S.A.B. has been to attempt distribution of Open Graduate Scholarships in a manner which recognizes both scholarship and the pattern of requests coming from departments. This means that there is some attempt to distribute scholarships amongst departments so that every department has an opportunity for its students to win a scholarship regardless of its size or discipline. This policy does not take into account the fact that some departments are strong graduate and research departments as reflected by the number of students in the programs. In one sense this is unfair to departments with many qualified students. However, since funds are limited the policy seems to be the one which is most equitable.

Undergraduate Bursaries, as well as Undergraduate and Graduate Emergency Bursaries, were a large portion of the S.C.S.A.B. budget until this year. S.C.S.A.B. agreed that since it had no control over the policy or terms of reference of these programs, the function should be removed from S.C.S.A.B. and transferred to the Director of Student Services, and that these line items be removed from the budget of S.C.S.A.B. This policy has been implemented.

The administration of S.C.S.A.B. has been clarified as follows:

S.C.S.A.B. is responsible for all policy and for the terms of reference for all scholarships and awards, for adjudication and for authorizing the disbursements necessary within the limits and structure of an approved budget. The Director of Financial Aid is Secretary of S.C.S.A.B., and has responsibilities delegated by S.C.S.A.B. in areas of policy, terms of reference, adjudication, disbursements and administration. Budget responsibility for both Graduate and Undergraduate scholarships and awards rests with the Director of Financial Aid. Administration of Graduate scholarships, awards and stipends is the responsibility of the Office of the Dean of Graduate Studies. Administration of undergraduate scholarships, awards and bursaries, is the responsibility of the Office of the Director of Financial Aid.

The total budget of S.C.S.A.B. is large in relation to the operating budget of the university and represents a substantial commitment to Scholarships. However, many other universities have a greater dollar per student commitment because of substantial endowments and other private funding sources. As Simon Fraser grows, a greater percentage of support should come from private sources. The Athletic Scholarship and Awards programs are now predominantly supported by private sources and S.C.S.A.B. has been encouraging this policy. Simon Fraser has no recognized international scholarship which encourages exchange between S.F.U. and foreign universities; this may be a priority within the next few years.

IV. THE AWARDS PROGRAMS: TERMS OF REFERENCE

1) Undergraduate Scholarships:

Two computerized programs for undergraduate scholarships have been established:

A. Tuition Fee Repayment Scholarship

This scholarship is tenable providing a student has completed 6 or more credit hours of regular courses in the qualifying semester with a grade point average of at least 3.60 or greater (currently 3.67). The qualifying semester must be one of the two immediately preceding semesters (only one semester break will be permitted). To receive the scholarship, a student must be registered in a minimum of 6 credit hours in the semester in which the scholarship is awarded. The scholarship awarded is equivalent to the tuition fee for the qualifying semester.

Course Challenge, Audit and CR courses are not utilized in the calculations for scholarship purposes.

B. S.F.U. Open Scholarship

This scholarship, valued at \$1,000.00, that is \$500.00 per semester for two semesters, is available to students who have earned a cumulative fine grade point average of 3.80 or greater calculated on the previous 30 credit hours. To receive the scholarship, a student must be registered in a minimum of 3 credit hours and continue to maintain a minimum grade point average of 3.80 to receive the second disbursement. A student would qualify again for the \$1,000.00 scholarship upon completing a further 30 credit hours with a minimum of 3.80 grade point average.

NOTE:

Both scholarship programs are awarded automatically and no application is required. Eligible students may receive both the Tuition Fee Repayment Scholarship and the S.F.U. Open Scholarship.

Co-op students are eligible for the scholarship programs provided that they meet the requirements.

P.D.P. students are eligible for the scholarship programs provided that they meet the requirements and are recommended by the Faculty of Education Scholarship Committee.

2. S.F.U. Entrance Scholarships

Current Terms of Reference

Entrance scholarships, valued up to \$500.00 for the first semester of study, are awarded to students with excellent academic records who are entering S.F.U. from high schools, community colleges and other universities. A minimum grade point average of 3.60 is required to be considered for an Entrance Scholarship.

S.C.S.A.B. may offer Entrance Scholarships of higher value to students who have excelled in Provincial or National Debating Competitions.

S.C.S.A.B. is proposing that a new Entrance Scholarship be established to the top student of each high school in the province. The scholarship would be valued at \$1,600.00, that is, \$800.00 for two semesters. The student would subsequently be eligible for the Tuition Fee Repayment Scholarship and the S.F.U. Open Scholarship.

3. S.F.U. Gordon M. Shrum Scholarships

These scholarships are valued at \$1,000.00 per semester for nine semesters and are currently awarded to a select group of outstanding undergraduate students entering S.F.U. from B.C. high schools. The academic progress of the recipients at S.F.U. is monitored on a semester by semester basis whereby the students must maintain a 3.60 grade point average, and be registered full time.

4. Jack Diamond Scholarships

Three Entrance Scholarships, valued at \$2,000.00 each are offered to students who are entering S.F.U. from high school. These scholarships are based upon high academic standing and a high level of achievement in some field of athletics.

5. Awards

A variety of awards are administered by the Financial Aid Office. Awards are usually monetary, but may be in the form of prizes or medals. They are normally awarded in recognition of some distinguished intellectual, cultural, social or athletic contributions to life at Simon Fraser University. Awards are given specifically in the areas of Athletics, Recreation, Centre for the Arts and S.F.U. Pipes and Drums, as well as for other contributions. These awards may range in value from \$50.00 to \$500.00 per semester as determined by the criteria and eligibility requirements.

6. Private Scholarships and Private Bursaries

A variety of private scholarships and bursaries are administered by the Financial Aid Office. Students may apply for these on the appropriate forms. The growth and number of awards disbursed from these accounts has more than doubled since 1978/79, but continues to remain relatively modest.

7. Graduate Stipends

The original intent of the Graduate Stipend was to permit a graduate student to devote one full semester to research without having to be concerned about finances.

The current terms of reference are as follows:

- a) The recipient must be a Master's or Doctoral student currently registered at S.F.U.
- b) Tenure of the stipend shall be for one semester.
- c) Normally, students will be eligible only after successfully completing all requirements for the degree including comprehensive exams for Ph.D. students, with the exception of the thesis or its equivalent and/or related field work.

7. c) cont.

All students must have successfully completed a minimum of two semesters at S.F.U. in their credit program.

- d) The amount of the stipend is \$2,400.00 for students in a Master's Program and \$2,900.00 for students in a Doctoral Program.
- e) All applicants must be in good standing and maintain a 3.20 grade point average in their graduate program, must also be taking a full semester program of study and must not be registered on leave.
- f) During tenure of the stipend, students may not be engaged in any salaried work which requires of them study time that may infringe on their program. A student may not hold a full time or partial teaching assistantship or research assistantship during tenure of the stipend.
- g) Exceptions to the above terms have been identified. Clarification of these are obtained through the Chairman, S.C.S.A.B.

8. S.F.U. Open Graduate Scholarships

University Open Graduate Scholarships are awarded to graduate students on the basis of their academic standing, their research work or proposals, and letters of reference. These scholarships are valued at \$7,000.00 per annum (effective January 1st 1981) and are disbursed over three consecutive semesters.

The current terms of reference are as follows:

- a) Students may be registered in, admitted into, or have applied for admission into a Master's or Doctoral program at S.F.U.
- b) Tenure of the scholarship shall be for three semesters. A student holding one of these awards may apply for a renewal provided he/she is in a Ph.D. program.
- c) A minimum fine cumulative grade point average of 3.50 at the graduate and undergraduate level is required for scholarship eligibility.
- d) In addition to the Open Scholarship, recipients may receive: one T.A. ship (defined as 5 base units re: A.U.C.E. Local 6 contract) or one R.A. ship during the tenure of the award. The student is required to reserve one semester of the period covered by the scholarship exclusively for research. Students are also allowed to receive additional scholarship support up to \$1,000.00 per annum during the tenure of the scholarship.
- e) A recipient who withdraws from a graduate degree program will forfeit the remaining portion of the award.

9. S.F.U. Graduate Memorial Scholarships (C.D. Nelson)

- a) Up to three scholarships may be awarded annually to students entering a graduate program at S.F.U. The value of the scholarship is \$9,000.00 per year (effective January 1st 1981). Tenure is for two years for students enrolled in a Master's program and for three years for those enrolled in a Ph.D. program.

9. b) Students, who have been awarded a Memorial Scholarship and are entering with another major award, will normally be asked to retain that award. An appropriate amount will be allocated to bring the total award value to that of the Memorial Scholarship, if required. In that circumstance, the tenure of the Memorial Scholarship will continue to be effective if the major external award terminates before the Memorial Graduate Scholarship terminates
- c) A minimum fine cumulative grade point average of 3.50 at the graduate and undergraduate level is required for scholarship eligibility.
- d) In addition to the Open Scholarship, recipients may receive: one T.A. ship (defined as 5 base units re: A.U.C.E Local 6 contract) or one R.A. ship during the tenure of the award. The student is required to reserve one semester of the period covered by the scholarship exclusively for research. Students are also allowed to receive additional scholarship support up to \$1,000.00 per annum during the tenure of the scholarship.
- e) To receive renewal of the award S.C.S.A.B. requests a progress report from the student's supervisory committee, co-signed by the respective Department Graduate Program Chairman.

10. Private Scholarships and Private Bursaries

A variety of private scholarships and bursaries are administered by the Dean of Graduate Studies Office. Students must apply through that office. The growth and number of awards disbursed from these accounts has more than doubled since 1978/79, but continues to remain relatively modest.

11. The B.C. Student Assistance Program (B.C.S.A.P.)

Terms of Reference

The Canada Student Loans Program (C.S.L.) provides funds from the Federal Government in the form of loans which must be repaid. The Provincial Government provides additional support through grants which do not have to be repaid.

The Financial Aid Office receives and assesses all applications for this program. Once an assessed need has been established, an appropriate award is determined.

Normally, in a two semester period, the loan portion is given to the students in the first semester and the grant portion in the following semester. Students must be registered in and remain in a minimum of 9 semester hours to receive any government funds. To be eligible for the program, applicants must be Canadian Citizens, or landed immigrants having resided in Canada for 12 months prior to the commencement of the term. Interest on the loan is paid by the Federal Government as long as the student is registered as a full time student and for six months thereafter. Repayment of the loan is made to the bank through which the loan was negotiated.

11. cont.

Graduates and students who have already completed a Bachelor's degree (except P.D.P. students) have access to loan only, to a maximum of \$900.00 per semester. Others have access to the same loan as well as to the Provincial grant, with a maximum of \$1,000.00 to \$1,200.00 per semester.

V. APPENDIX

Undergraduate:

Scholarships	Undergraduates - academic excellence	max. \$500/semester and Tuition Fee Repayment
Entrance Scholarships	Undergraduates entering from high school, college or another university	max. \$500
Gordon M. Shrum Scholarships	Undergraduates entering from high school	\$1,000/semester to a max. of \$9,000
Jack Diamond Scholarships	Undergraduates entering from high school, college or another university	\$2,000
Awards	Undergraduate and Graduate for social, cultural and aesthetic contributions as well as athletic and recreation involvement	max. \$500/semester

Graduate:

Graduate Open Scholarships	High academic standing over 2 semesters	max. \$7,000/year
Memorial Graduate Scholarships (C.D. Nelson Memorial)	Academic excellence	max. \$9,000/year 2 years for Master's level, 3 years for Ph.D.
Graduate Stipends	Satisfactory standing during completion of course requirements	max. \$2,400/annually M.A. program and \$2,900/annually for Ph.D. one only per 3 semester program

SUMMARY OF GOVERNMENT PROGRAMS

Canada Student Loan	Undergraduates and Graduates in financial need	max. \$1,800 per two semester period
Provincial Government Grant	Undergraduates only	max. \$1,000 - \$1,200/semester