

FOR INFORMATION

SIMON FRASER UNIVERSITY

S. 85-32

MEMORANDUM

To..... Ron Heath
..... The Registrar
Subject.....

From..... Vern C. Loewen
..... Director, Financial Aid and Awards...
Date..... April 15th 1985.....

Please find attached the report to Senate for its next meeting of the Senate Committee on Scholarships, Awards and Bursaries.

Vern

Vern C. Loewen

VCL/mp
Encl.
c.c. Dr. H. Weinberg,
Chairman, SCSAB

REPORT TO SENATE

SENATE COMMITTEE ON SCHOLARSHIPS, AWARDS AND BURSARIES

APRIL 1985

Dr. Hal Weinberg
Chairman

V.C. (Vern) Loewen
Secretary

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I. Current Committee Structure and Membership

SENATE COMMITTEE ON SCHOLARSHIPS, AWARDS AND BURSARIES (SCSAB)- Standing
(Reporting Category "B")

<u>Members</u>	<u>Conditions</u>	<u>Term</u>	<u>Expiry Date</u>	<u>Name</u>
Chairman	Faculty Senator elected by and from Senate	3 yrs	Sep 30/87	H. Weinberg
Faculty Member (Arts)	Elected	2 yrs	Sep 30/85	A. MacPherson
Faculty Member (Business Admin.)		2 yrs	Sep 30/85	D. McDonald
Faculty Member (Education)		2 yrs	Sep 30/85	A.C. Kazepides
Faculty Member (IDS)	by	2 yrs	Sep 30/85	D.K. MacIntyre
Faculty Member (Science)		2 yrs	Sep 30/85	C. Y. Shen *
Senator (Lay Member)		2 yrs	Sep 30/85	V. Nielsen
Senator (Lay Member)	Senate	2 yrs	Sep 30/86	M. Warsh
Faculty Member (Arts)	Elected	2 yrs	Sep 30/86	T. Kirschner
Faculty Member (Business Admin.)	by and	2 yrs	Sep 30/86	P. Clarkson
Faculty Member (Education)	from	2 yrs	Sep 30/86	M. Gibbons
Faculty Member (IDS)	respective	2 yrs	Sep 30/86	J. Osborne
Faculty Member (Science)	Faculties	2 yrs	Sep 30/86	L.H. Palmer
Student (Arts)	Five Students selected by	1 yr	Sep 30/85	T. Tevlin
Student (Bus. Admin.)	Student Society with	1 yr	Sep 30/85	J. Tham
Student (Education)	not more than one	1 yr	Sep 30/85	**
Student (I.D.S.)	from any one	1 yr	Sep 30/85	M. Ruttan
Student (Science)	Faculty	1 yr	Sep 30/85	R. Shiono
Director of Financial Aid	Non-voting			V. Loewen

NOTE: In the event no lay member of Senate is available to serve, Senate may elect a general member of the community to serve in that position.

I. Current Committee Structure and Membership continued

TERMS OF REFERENCE

1. To award fellowships, scholarships, exhibitions, bursaries, prizes and other awards which are sponsored or administered by Simon Fraser University.
2. To propose, when requested, candidates for the receipt of certain fellowships, scholarships, exhibitions, bursaries, prizes and other awards which are administered and sponsored by organizations external to Simon Fraser University.
3. To deal generally, on behalf of Senate, with the establishment or discontinuance of any fellowships, scholarships, exhibition, bursary, prize, or other award, including review, modification, and approval of the terms of reference of fellowships, scholarships, exhibitions, bursaries, prizes and other awards.
4. To report in April of each year to Senate on the procedures and criteria developed to implement charges (1), (2) and (3) and actions taken under charges (1), (2) and (3).
5. To make recommendations in the preparation of the budget for financial aid to students.

NON-VOTING MEMBERS

The Director of Financial Aid shall be a non-voting member of the Committee, as shall such other individuals who, in the judgement of the Committee will provide substantial contribution not offered by one or more of its members.

QUORUM

The quorum shall consist of five Committee members, one of whom must be the Chairman or his designate.

Original approved by Senate April 4, 1966. Revision of membership and terms of reference approved by Senate April 10, 1972. Revision of membership March 3, 1975 to include representation of the Faculty of Interdisciplinary Studies. Membership and terms of reference revised September 8, 1975. Revision of membership to include representation of the Faculty of Business Administration approved by Senate, Oct. 4, 1982 (S.82-99)

Committee meetings are scheduled at least on a semester basis.

SCSAB reports to Senate in April of each year.

* Elected October 1, 1984 meeting of Senate to replace J.L. Berggren to April 30, 1985.

** Vacancy

AWARDS BUDGET

1983-84

I. Graduate:	a) Scholarships, including Research Fellowships	\$488,000
	b) Stipends	364,000
	c) Bursaries	25,000
	d) Work-Study	10,000
		<hr/>
	Graduate Sub Total:	\$887,000

II. Undergraduate:

	a) Scholarships	582,000
	b) Bursaries (Open, Emergency and Day Care)	309,312
	c) Awards	51,700
	d) Work-Study	60,000
	e) Youth Employment Program (supplement)	30,000
	f) Emergency Loan "write-off" (Graduate and Undergraduate)	12,000
		<hr/>
	Undergraduate Sub Total:	\$1,045,012

Operating Budget Total: 1,932,012

AWARDS BUDGET

1984-85

I. Graduate:	a) Scholarships, including Research Fellowships	\$606,000
	b) Stipends	364,000
	c) Bursaries	20,000
	d) Work-Study	50,000
		<hr/>
	Graduate Sub Total:	\$1,040,000

II. Undergraduate:

a) Scholarships	\$ 698,000
b) Bursaries (Open & Emergency and Day Care Bursaries at \$11,200)	277,620
c) Awards	78,264
d) Work-Study	166,000
e) Youth Employment Program (supplement)	28,704
f) Emergency Loan "write-off" (Graduate and Undergraduate)	8,000
	<hr/>

Undergraduate Sub Total: \$1,256,588

Operating Budget Total: 2,296,588

g) President's High School Scholarships	123,000
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III. "Non-Recurring" Funds for 1984/85

a) Graduate Work-Study	\$ 20,000
B) Undergraduate Work-Study	130,000

IV. GRADUATE PROGRAMS

A) C.D. Nelson Memorial Scholarships

Up to three scholarships are awarded annually to outstanding scholars entering a graduate program. Each scholarship is valued at \$10,000 per annum and is renewable to two years for students enrolled in a Master's program and to three years for those in the Ph.D. program. Renewal of the scholarship is contingent upon demonstrated progress toward completion of degree requirements and the maintenance of exceptional scholarship. The recipient must normally be registered in a full-time program throughout the period of the award. During the tenure of the award, the recipient may hold the equivalent of a teaching assistantship or a research assistantship for one semester per year.

B) SFU Open Graduate Scholarships

SFU Open Graduate Scholarships, based on academic standing, are awarded to students who are, or will be, registered in a Master's or Doctoral program, providing they have achieved a minimum academic standing equivalent to a cumulative grade point average of 3.50. In addition to this scholarship recipients may concurrently receive:

a) one T.A.ship or b) one R.A.ship or c) other paid work of an academic nature.

A recipient is required to reserve one semester of the period covered by the scholarship exclusively for research. The current value of this scholarship is \$8,500 disbursed over three consecutive semesters.

IV. GRADUATE PROGRAMS continued

C) Graduate Research Fellowships

Graduate Research Fellowships are awarded to students engaged in research related to their thesis. The value is \$3,000, for one semester, for both Master's and Doctoral level students.

D) Graduate Research Stipends

The intent of the stipend is to permit students to devote full-time to the writing or completion of a thesis or its equivalent. Stipends are administered on the basis of the following priorities:

- a) All Ph.D. students who are in the process of writing a thesis, or its equivalent, and who have no other major scholarships, T.A. or R.A. support.
- b) All Master's students who are in the process of writing a thesis, or its equivalent, who have a CGPA of 3.50 or greater and who have no other major scholarship, T.A. or R.A. support.
- c) All Master's students who have CGPA of 3.2 or greater and who have no other major scholarship, T.A. or R.A. support.
- d) Other cases that may be considered by SCSAB.

The current value of the stipend is \$2,400 for the Master's program and \$2,900 for the Ph.D. program.

E) Special Graduate Entrance Scholarships

During the past several years it became apparent that there was a need for a special graduate entrance scholarship which could be part of a total funding package. The SCSAB discussed this matter and agreed to implement a procedure whereby a department could negotiate the

IV. GRADUATE PROGRAMS continue

E) continued

scholarship component of a long or short term commitment to very exceptional students who departments would like to attract to SFU. These requests for such funding are initiated by the Chairman of the Department with an outline of the combinations of support proposed, durations of the commitments and a brief description of the student and his or her background.

Upon receipt of such requests the SCSAB determines if additional documentation is necessary and invites the Chairman of the Department to a special meeting for the purpose of discussing the viability and terms of a negotiated scholarship. The Dean of Graduate Studies is invited to these meetings.

Requests to consider students for these negotiated scholarships may be initiated by the department at any time by means of a letter to the Chairman of SCSAB.

F) Bursaries

Non-repayable bursaries are available through the Financial Aid Office to graduate students who are encountering financial difficulty. Value: Variable.

G. Emergency Loans

Short-term interest free loans are available through the Financial Aid Office to students who require interim funds while they await other sources of financial assistance. Value: Variable.

IV. GRADUATE PROGRAMS continued

H) Awards

The Dean's medal is awarded to a top graduating Graduate Student. The student must be in the top 5% GPA and is designated by the Dean of Graduate Studies.

The SFU "Disabled Graduate Student Award" provides one or more awards valued up to \$2,000 per semester for disabled, full-time graduate students who are in good academic standing and demonstrate financial need. This award is tenable for one year and may be renewable to a maximum of six semesters over a two year period.

I) Private Scholarships and Bursaries

Various private scholarships and bursaries are administered by SFU for its Graduate students.

V. GRADUATE AWARDS by Budget Year or Semester

V. A) C.D. Nelson Memorial Scholarships

	<u>Departments</u>
1983-84	Mathematics
3 scholarships offered	Psychology
	Archaeology
1984-85	Psychology
3 scholarships offered	Education
	Education

B) Open Graduate Scholarships

<u>1983-84</u>	<u>1984-85</u>	
2	2	Archaeology
3	6	Bio-Sciences
-	1	Business Administration
2	3	Chemistry
2	2	Communications
2	2	Computing Science
1	2	Criminology
2	3	Economics
2	1	Education
2	2	English
2	2	Geography
2	2	History
2	2	Kinesiology
1	2	Languages, Literatures and Linguistics
2	4	Mathematics
1	2	Natural Resources Management
-	1	M.B.A. (Business Administration)
1	2	Physics
4	4	Psychology
2	2	Sociology and Anthropology
1	-	Special Arrangements
<hr/> 36	<hr/> 47	

V. C) Graduate Research Fellowships

<u>1984-1</u>	<u>1984-3</u>	<u>1985-1</u>	<u>Department</u>
3	1	1	Archaeology
3	2	4	Bio-Sciences
3	2	2	Chemistry
3	3	2	Communications
3	3	2	Computing Science
2	3	2	Criminology
3	1	2	Economics
3	2	2	Education
3	2	3	English
1	-	-	Executive MBA
3	2	2	Geography
3	2	2	History
3	2	2	Kinesiology
1	1	2	Languages
3	2	2	Mathematics
2	3	2	Natural Resources Management
3	3	2	Physics
1	-	1	Philosophy
1	2	1	Political Science
3	3	2	Psychology
2	2	2	Sociology & Anthropology
-	-	1	Special Arrangements
—	—	—	
52	41	41	
—	—	—	

D) Graduate Stipends

<u>1983/84</u>	<u>Total</u>	<u>Master's</u>	<u>Ph.D.</u>
83-2	66	51	15
83-3	37	28	9
84-1	32	29	3
<u>1984/85</u>			
84-2	66	58	8
84-3	62	52	10
85-1	66	45	21

V. E) Special Graduate Entrance Scholarships offered:

<u>Date Adjudicated</u>	<u>Department</u>	<u>Tenure Commencing</u>
August 13, 1984	Chemistry	84-3
October 4, 1984	History	84-3
December 11, 1984	Mathematics	85-1
January 24, 1985	Kinesiology	85-2
February 14, 1985	Mathematics	85-3
" " "	Physics	85-3
" " "	Physics	85-3
March 19, 1985	Physics	85-3
" " "	Computing Science	85-3
" " "	Computing Science	85-3
" " "	Psychology	85-3
" " "	Psychology	85-3

F) Graduate Bursaries

1983/84	83-2	14
	83-3	4
	84-1	<u>16</u>
	TOTAL	34
		—
1984/85	84-2	19
	84-3	20
	85-1	<u>13</u>
	TOTAL	52
		—

VI. UNDERGRADUATE PROGRAMS

A) (1) Open Undergraduate Scholarships

To be eligible for the SFU Undergraduate Scholarship program, students must have completed 30 credit hours of graded course work with a minimum cumulative grade point average of 3.50. The tenure of these scholarships is normally for three semesters. To receive the second or third disbursement, students must maintain a CGPA of at least 3.50.

- (2) Two new scholarships have been established for Athletics and the Centre for the Arts. These scholarships are valued at \$2,000 for two consecutive semesters of study.

B) Entrance Scholarships

(1) (a) Gordon M. Shrum Entrance Scholarships

Up to 14 scholarships per year, each valued at \$10,000, are disbursed over a maximum of nine semesters of full-time study at SFU. Nominations are submitted through the office of the secondary school principal.

(b) Shrum "2 Semesters" Scholarships

The university may offer additional entrance scholarships on a selective basis, to students who are nominated for the Shrum scholarship. Normally, these scholarships are valued at \$2,000, disbursed over the first two semesters of study.

(2) President's High School Entrance Scholarships

At least one scholarship may be awarded to each qualifying B.C. secondary school on the basis of nominations received from secondary school principals throughout the province. These entrance scholarships are valued at \$2,000. Nominees must be one of the top three graduates of their school and must have an average of at least 80% in courses utilized for admission to the university.

VI. UNDERGRADUATE PROGRAMS

B. (3) P.D. McTaggart-Cowan Entrance Scholarships

These scholarships currently are valued at \$2,000. One scholarship is available in each of Physics, Chemistry, Biological Sciences, Mathematics, Business Administration and English. Other disciplines will probably be included in the future.

(4) Jack Diamond Scholarships

Up to three scholarships, valued at \$2,000, are awarded each year. These scholarships are disbursed over the first two semesters, in two equal instalments. The purpose of these scholarships is to recognize scholastic and athletic excellence.

(5) Chancellor's Entrance Scholarships

A number of scholarships are available annually to highly qualified students who plan to enter SFU from Secondary Schools, from Colleges and from other Universities. These scholarships are valued at \$1,000 each and are disbursed over the first two semesters of study.

C. Awards

(1) Awards are usually monetary, in nature, but may also be issued in the form of prizes or medals. They are awarded in recognition of extraordinary intellectual, cultural, social or aesthetic contributions to the university community at large. Awards are given in the areas of Athletics, Recreation, the Arts and for service at large. These awards range in value, as determined by the terms of reference of each award.

(2) A new medal has been introduced. The "Deans Medal" for excellence. This medal is awarded to the top graduating student in each faculty, upon the nomination of the respective Dean, and is presented at convocation.

VI. UNDERGRADUATE PROGRAMS continued

D) Private Scholarships and Bursaries

A variety of private scholarships and bursaries are administered by the Financial Aid Office.

E) SFU Bursaries

Bursaries are available to students demonstrating financial need. The purpose of the bursary is to provide students with a supplemental source of income, which when added to other sources of income, will help provide the funds required to defray educational expenses. Bursaries normally will not be considered until eligibility for Government assistance has first been determined. Bursaries are normally awarded up to \$500 and are subject to satisfactory academic standing.

F) Emergency Bursaries

Emergency Bursaries are available to students who, due to unforeseen circumstances, are in financial difficulty. Value: Variable.

G) Emergency Loans

Small, short-term, interest-free loans are available to students who require some interim funds, while awaiting funding from other sources.

Value: Variable.

H) Honour Roll

A limited number of students are admitted each semester to the University Honour Roll, on the basis of excellent work completed in the previous semester. Students must have a minimum semester GPA of 4.00 and a CGPA of 3.60. This award is recorded on the student's permanent record.

Honour Roll Designations

	<u>Number Awarded</u>
83-2	33
83-3	59
84-1	56
84-2	35
84-3	57
85-1	To be determined in May 1985

VII. Number of Undergraduate 'Awards' Disbursed by Budget Year and Semester

	1983/84				1984/85			
	83-2	83-3	84-1	TOTAL	84-2	84-3	85-1	TOTAL
A. A. <u>Scholarships</u>								
1. Open	301	338	317	956	228	330	299	857
2. Entrance	9	175	168	352	8	206	200	414
Sub Total				1,308				1,371
B. <u>Bursaries</u>								
1. Open and Emergency	229	226	382	837	228	233	428	889
2. Daycare					15	14	24	53
3. Visa						8	12	20
Sub Total				837				962
C. <u>Awards</u>								
1. Athletic		18	27	45		18	34	52
2. University	28	5	20	53	25	6	28	59
3. Recreation		2	7	9		22	19	41
Sub Total				107				152

VIII. Work-Study and Work-Study Disbursements, Graduate and Undergraduate

A) Terms of Reference and Policy

Work-Study provides on campus employment as a form of financial aid:

- to reduce student debt load
- to meet a lack of expected resources (e.g. parental contribution)
- to cover exceptional expenses
- to recognize financial need which exceeds loan maximums
- provides student employment which also benefits the university
- provides career-related professional training, where possible
- enhances the educational development and growth of students by providing work related learning experience.

Administrative Guidelines:

To be eligible students must be:

- a Canadian citizen or landed immigrant
- a full-time student (9 credits or more) or a registered graduate
- able to demonstrate financial need on the appropriate application form
- in satisfactory academic standing

Student selection:

- priority is given to three general groups of applicants:
 - 1) students who have applied for BCSAP, preferably by the early deadline, and need additional funding
 - 2) students who are recommended by Work-Study project supervisors
 - 3) students who have applied directly to the Work-Study program.
- Applicants must meet minimum financial need criteria which is established through the assessment of the Work-Study application budget or each applicant.

VIII. continued

B) Range of Awards

Undergraduate students \$600 - \$1,000 over 1 semester
 \$600 - \$1,200 over 2 semesters
 - Maximum allocation in exceptional cases is \$1,800 over 2 semesters

Graduate students \$600 - \$1,000 over 1 semester
 \$600 - \$1,200 over 2 semesters
 - Maximum allocation in exceptional cases is \$1,800 over 2 semesters

C) Projects

- project submissions are invited from faculty members and administrative staff
- preference is given to projects of a research nature
- existing employment positions within the university must not be replaced by work-study positions
- projects are approved in principle subject to the hiring of an eligible student.

D) Student Allocations

For 84-1 work-study allocations were as follows:

	<u>Number</u>	<u>Budget</u>	<u>Average Award</u>
Undergraduates			
Graduates	93	\$88,900	\$956

For 84-2 work-study allocations were as follows:

	<u>Number</u>	<u>Budget</u>	<u>Average Award</u>
Undergraduates	33		
Graduates	3	\$32,600	\$906

VIII. continued

D) Student Allocations continued

The following are either 1 semester only or 2 semester work-study offers for 84-3 and/or 85-1:

	<u>Number</u>	<u>Budget</u>	<u>Average Award</u>
Undergraduates	230	\$221,347	\$ 962
Graduates	40	43,700	1,092

The following are one semester only offers for 85-1:

Undergraduates	130	\$ 69,900	\$ 538
Graduates	13	9,200	708

(N.B. Generally, about 90% of offers made result in student placement.)

IX. Visa Student Bursary Program, Graduates and Undergraduates

Effective September 1984 the university introduced a bursary program specifically for visa students. This program resulted from discussions surrounding the introduction of differential fees for visa students at SFU. Students needing assistance apply on bursary applications through the Financial Aid and Awards Office. The program is for both graduate visa students and undergraduate visa students.

Value: Variable

See Section VII, B for disbursement figures.

X. Emergency Loan Program and Usage, Graduate and Undergraduate

<u>Year</u>	<u>No. of Loans Issued</u>	<u>Total Amount Disbursed</u>
1983/84	1,502	\$333,406
1984/85	1,255	386,560

XI. Private Funds, Graduate and Undergraduate

<u>1983/84</u>	<u>83-2</u>	<u>83-3</u>	<u>84-1</u>	<u>TOTAL</u>
Bursaries	61	96	90	247
Scholarships	13	47	26	86
Awards, Medals and Prizes	17	8	6	31
<u>1984/85</u>	<u>84-2</u>	<u>84-3</u>	<u>85-1</u>	<u>TOTAL</u>
Bursaries	59	169	172	400
Scholarships	16	56	43	115
Awards, Medals and Prizes	21	17	15	53