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## MEMORANDUM

ATTENTION: Senate

TEL

FROM: Peter Keller, Vice-President, Academic and Provost, and Chair, SCUP

A handwritten signature in black ink, appearing to read "Peter Keller".

RE: Suspension of Admission to the Spanish Language Certificate in the Language Training Institute (SCUP 16-48)

DATE: December 12, 2016

TIME

At its December 7, 2016 meeting, SCUP reviewed and approved the proposal to suspend admission to the Spanish Language Certificate Program in the Language Training Institute within the Faculty of Arts and Social Sciences, effective Summer 2017.

**Motion:**

That Senate approve the suspension of admission to the Spanish Language Certificate Program in the Language Training Institute within the Faculty of Arts and Social Sciences, effective Summer 2017.

c: C. Murray

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**MEMORANDUM****ATTENTION****DATE** November 7, 2016

Senate Committee on University Priorities

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Mark lechner, Acting Chair

Senate Committee on Undergraduate Studies

**RE:**

Faculty of Arts and Social Sciences (SCUS 14-43c)

Action undertaken by the Senate Committee on Undergraduate Studies at its meeting of November 3, 2016, gives rise to the following recommendations:

Motion:

That SCUP approve and recommend to Senate the suspension of admission to the Spanish Language Certificate in the Language Training Institute within the Faculty of Arts and Social Sciences.

The relevant documentation for review by SCUP is attached.



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**MEMORANDUM**

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**ATTENTION** Jo Hinchliffe, Secretary  
Senate Committee on Undergraduate Studies

**FROM** Catherine Murray, Chair  
Faculty of Arts and Social Sciences  
Curriculum Committee

**RE:** Curriculum Revisions: Language Training Institute

**DATE** 24 October 2016

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At its meeting of 13 October 2016, the Faculty of Arts and Social Sciences Curriculum Committee approved the attached program change (FASSCC 16-23), as submitted by the Language Training Institute.

Suspension of Admission to the Program: Spanish Language Certificate  
(effective Summer 2017)

FASS is currently reviewing all language programs under the Language Training Institute.

Please place this item on the agenda of the next meeting of SCUS.

CM:  
Att.



## Faculty of Arts and Social Sciences

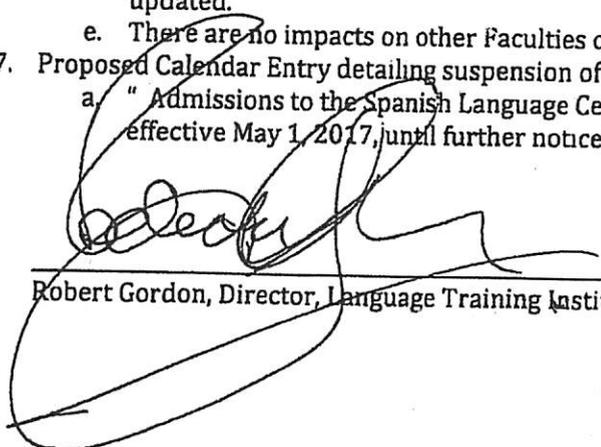
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### Memorandum

To: Dr. Catherine Murray, Associate Dean, Undergraduate Programs and Enrolment Management  
From: Dr. Robert Gordon, Associate Dean, and Director, Language Training Institute, FASS  
Re: Proposal to suspend admissions to the Spanish certificate program  
Date: September 30, 2016

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1. I hereby propose to suspend admissions to the Spanish Language Certificate offered through the Language Training Institute (LTI) of FASS on the Burnaby Campus.
2. Most courses are offered on the Burnaby Campus.
3. The courses are offered through the LTI.
4. The proposed date for suspension is Summer 2017.
5. The reasons for suspension are as follows:
  - a. Falling enrolments especially at the upper division courses (35 students in 1164 in comparison to 107 in lower division courses. Extremely low enrolment in the certificate (5 in 2015-2016 dropping from 6) and considerably lower than previous years (IRPP report).
  - b. Inability to provide appropriately qualified instructors at this time and budget constraints.
6. Plans for suspension
  - a. Courses will continue for those currently enrolled in the certificate until they can complete.
  - b. LD courses will continue to be offered.
  - c. Curriculum re-organization of Language Instruction is under review.
  - d. Students enrolled in the current certificate will be notified and the website updated.
  - e. There are no impacts on other Faculties or Departments.
7. Proposed Calendar Entry detailing suspension of admissions to the program;
  - a. "Admissions to the Spanish Language Certificate have been suspended effective May 1, 2017, until further notice".



Robert Gordon, Director, Language Training Institute