

SIMON FRASER UNIVERSITY

OFFICE OF THE VICE-PRESIDENT, ACADEMIC

S.99-30

As amended by
Senate
Mar 1 1999

MEMORANDUM

To: Senate

From: D. Gagan, Chair 
Senate Committee on Academic Planning

Subject: Admission to the Faculty of Business Administration
(SCAP Reference: SCAP 99 - 11)

Date: February 11, 1999

Action undertaken by the Senate Committee on Enrollment Management and Planning and the Senate Committee on Academic Planning gives rise to the following motion:

Motion:

"that Senate approve and recommend to the Board of Governors, as set forth in S.99 -30 that the 15% cap on Category 1 admissions to the Faculty of Business Administration be removed, and replaced by the requirement that the maintenance CGPA for Category 1 students be raised to B- (2.67) until these students have completed all the lower division requirements (with the exception of Bus 207 and Bus 254)'

**SIMON FRASER UNIVERSITY
MEMORANDUM**

TO: Senate Committee on Academic Planning **FROM:** W. Wattamaniuk, Director Analytical Studies

RE: Admission to the Faculty of Business Administration **DATE:** January 29, 1999

At its December 1997 meeting, Senate approved a proposal outlining new admission criteria for undergraduate students seeking entry to the Faculty of Business Administration. The proposal called for the admission of students to the Faculty from four streams:

- Category 1 Direct from Secondary School
- Category 2 Direct from College
- Category 3 Internal transfer for students who have taken all their courses at SFU.
- Category 4 Internal transfer for students who have taken some courses at SFU and some courses from other post-secondary institutions.

However, at the time of approval, the Senate motion was amended to include a 15% limit on students admitted from the Category 1 stream-direct from secondary school.

The Senate Committee on Enrollment Management and Planning, having been charged with recommending to SCAP annual targets for the admission of new students into undergraduate programs and Faculties at SFU, believes that the 15% cap on Category 1 admissions into the Faculty of Business Administration unnecessarily ties its hands in terms of its role in setting annual targets, particularly since no other Faculty at SFU has such limits imposed on it. Furthermore, Senate now reviews admissions targets and proportions of admissions by category on a regular basis and therefore the stated restriction is no longer necessary.

Motion 1.

"That SCAP approve and recommend approval to Senate that the 15% cap on Category 1 admissions to the Faculty of Business Administration be removed."

Memorandum

To: Walter Wattamaniuk
From: Maureen Fizzell
Date: 29/1/99
Re: Future Faculty Admission Plans

In response to your request about the future admission plans for the Faculty of Business Administration, I am sending you my plans up to 2000/2001. You will notice that the total admissions in 98/99 and 99/00 are higher. The reason for this increase is that the direct admissions from high school do not have any impact on our FTEs until they start taking 300 and 400 level courses. These two years represent the faze in of these students into our admission level. In 2000/2001, we will reduce the number of students we will admit in Category 3 to recognize the students that were admitted two years earlier as Category 1 students.

	Actual	Actual	Target	Target
	<u>1997/98</u>	<u>1998/99</u>	<u>1999/00</u>	<u>2000/01</u>
Category 1	N/A	88	100	100
Category 2	N/A	46	70	70
Category 3	N/A	240	245	160
Category 4	<u>N/A</u>	<u>201</u>	<u>175</u>	<u>170</u>
Total	503	575	590	500

CONFIDENTIAL

FACULTY OF BUSINESS ADMINISTRATION

1. NEW ADMISSION CRITERIA

Admission Information

Criteria

Students will be selected competitively from one of four streams:

*** Category 1 - Direct from Secondary School:**

A portion of the annual admission will be selected from secondary school graduates based on the general SFU admission requirements plus Mathematics 12*.

Category 2 - Direct from College:

A portion of the annual admission will be selected from students transferring from community colleges or technical institutes. These students must have completed all of the lower division requirement courses (except BUS 207 and 254 which may be completed after Faculty admission**). Students will be selected competitively based on the SFU admission grade point average.

Category 3 - All courses at SFU:

A portion of the annual admission will be selected from students who have completed all of their courses at SFU including the lower division requirement courses (except BUS 207 and 254 which may be completed after Faculty admission**). Students will be selected competitively based on the cumulative grade point average.

Category 4 - Some courses at SFU and some courses at other post-secondary institutions:

A portion of the annual admission will be selected from students who have completed some courses at SFU and some courses at other post-secondary institutions including the lower division requirement courses (except BUS 207 and 254 which may be completed after Faculty admission**). Students will be selected based on a grade point average which will be a combination of grades earned at SFU and at other institutions.

To be considered for admission to the Faculty, students in Categories 2, 3 and 4 must have completed each lower division requirement course with a minimum C- (C minus) grade. The number of undergraduate students granted entry to the Faculty is limited to 400 to 600 new students per academic year.

*or equivalent Advanced Placement or International Baccalaureate courses as listed under *General Admission Requirements* for British Columbia Secondary Schools.

**if BUS 207 and/or 254 have been taken, they will be calculated into the GPA used for admission to the Faculty.

Application Procedures

Students applying under Category 1 or 2, should apply to the Faculty at the same time that they apply for admission to SFU.

Students applying under Category 3 or 4, should apply to the Faculty after completing their thirtieth semester hour and before completing the sixtieth hour. Students should apply during the semester in which the lower division requirements, as listed below (except BUS 207 and 254) are completed. Students not accepted upon initial application may re-apply. Unsuccessful applicants may appeal through the Faculty Appeals Committee.

* limited to 15%

Rationale:

Currently the Faculty of Business Administration admits students after they have completed the lower division courses. Their admission is based solely on their cumulative GPA with the CGPA for SFU courses taking precedence over the CGPA of transferred in courses. Grades earned on courses taken via Letters of Permission are not included in either the SFU CGPA or the transferred in CGPA. This criteria for admission has resulted in some inequities that we want to correct.

The Faculty used the facilities of the Analytical Studies department to better understand the educational background of our admitted students. That research determined that students who came to SFU directly from Secondary School did better on average in our Program than those who came from Colleges. We therefore want to capture the Secondary School students quicker by admitting them directly to the Faculty. We think that this change will allow us to attract more Secondary School students who will be scholarship winners.

The research also revealed that the grades earned in courses at the colleges tended to be higher than the grades earned in the equivalent courses taken at SFU. This created an inequity in our admission criteria. Students who take all of their courses at SFU recognize that students who have taken some courses at a college have a better chance of being admitted into the Faculty. To help control this inequity, we are allocating a segment of our admissions to students who have taken all of their courses at SFU.

For those students who have taken some courses at SFU and some at a college we want to calculate a GPA which will include all of the courses taken at the various institutions. Because of the higher grades from the colleges we want to reduce each college grade slightly before calculating the global GPA. This will bring the two sets of grades closer into alignment. The GPA used for admission will include grades earned on courses taken at SFU, those transferred in from other institutions and those taken under Letters of Permission.

We also want to attract students from the colleges who have completed all of the required lower division courses. A portion of the annual admission will, therefore, be reserved for these students. Most students who start at a college do not complete all of the required courses before coming to SFU. The number of students who would fall into this category is therefore not very large.

The approximate percentages suggested for each group will be adjusted over time as the pool of students from which the selection is made changes. These percentages as well as other information with respect to application criteria will be made available to students via a web page and information brochures.