

SIMON FRASER UNIVERSITY

S.72-44

MEMORANDUM

To MEMBERS OF SENATE

From K. STRAND

PRESIDENT AND CHAIRMAN OF SENATE

Subject TERMS OF REFERENCE OF THE SENATE
COMMITTEE ON SCHOLARSHIPS, AWARDS
AND BURSARIES

Date MARCH 23, 1972

- MOTION:
1. "That the terms of reference for the Senate Committee on Scholarships, Awards and Bursaries, attached as Appendix B, be adopted."
 2. "If recommendation 1 passes, that Senate extend the appointment of the present three Senate appointees to September 30, 1973."

EXPLANATORY NOTE

Intent following Motion 2, if approved, for transition purposes

1. That the terms of office of the three faculty members previously appointed by Senate be extended from September 30, 1972 to September 30, 1973, including the Chairmanship under Dr. Unrau, to provide continuity and to bring elections into the odd-numbered year as set forth in the paper. Replacement election for a Faculty of Science representative to be held now with term to September 30, 1973.
2. That the terms of office of the three faculty members previously elected, one each by and from the Faculties of Arts, of Education, of Science, continue to September 30, 1972, to provide continuity. Elections to be held in Fall 1972.
3. That the Student Society select three students to be added to the Committee immediately, with term of office to September 30, 1973.

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MEMORANDUM

S.72.44

To SENATE

From K. T. STRAND

PRESIDENT AND CHAIRMAN OF SENATE

Subject TERMS OF REFERENCE OF THE SENATE
COMMITTEE ON SCHOLARSHIPS, AWARDS
AND BURSARIES

Date MARCH 23, 1972

Background

Senate, at its meeting of November 9, 1970, after consideration of Paper S.422, passed the following motion:

"That the proposal contained in Paper S.422 be accepted in principle with changes to be made and implementation to take place following consultation with the Committee."

The minutes of that meeting and Paper S.216 are attached as Appendix A, record that I stated that certain items were "deliberately vague as it was not yet clear how to best coordinate the administrative and Senate process." Since that time, I have identified the issues that require clarification as being:

1. How scholarships, etc. are established or discontinued;
2. How scholarships, etc. are awarded; and
3. How the budgetary items are determined.

I have reviewed the statutory requirements of the Universities Act and the relevant clauses with regard to the Board of Governors and sections 46(f), (g) and (i).

"46. The management, administration, and control of the property, revenue, business, and affairs of the University are vested in the Board. Without thereby limiting the general powers conferred upon or vested in the Board by this Act, the Board has power

"(f) with the approval of Senate, to provide for the establishment and maintenance of Faculties and departments with suitable teaching staff, and for such chairs, fellowships, scholarships, exhibitions, bursaries, prizes, and courses of instruction in any subject as may seem meet to the Board and Senate, except for theology courses intended

as training for the ministry of any religion, and with the approval of the Senate to discontinue any Faculty, department, chair, fellowship, scholarship, exhibition, bursary, prize, or course of instruction;

"(g) to prepare annually budgets for operating and capital expenditure for the University;

"(i) to administer all funds, grants, fees, and endowments and other assets;"

The relevant clauses with regard to Senate are sections 54(f) and (g).

"54. It is the duty of Senate and it has power

"(f) to approve the establishment or discontinuance by the Board of any Faculty, department, course of instruction, chair, fellowship, scholarship, exhibition, bursary, or prize;

"(g) to award fellowships, scholarships, exhibitions, bursaries, and prizes;"

On the basis of this review, I have concluded:

1. That establishment or discontinuance of scholarships, etc. requires both Board action, under Section 46(f), and Senate action, under Section 54(f).
2. That awarding of scholarships, etc. is the duty of Senate, under Section 54(g).
3. That budgetary control over scholarships, etc. which are sponsored and administered by Simon Fraser University is the responsibility of the Board under Section 46(g) and (i).

Recommendations

1. I recommend that the terms of reference for the Senate Committee on Scholarships, Awards and Bursaries, attached as Appendix B, be adopted. (For purposes of comparison, the Committee's present terms of reference are attached as Appendix C.)
2. If recommendation 1 passes, I recommend that Senate extend the appointment of the present three Senate appointees to September 30, 1973. At present, terms of all members expire September 30, 1972. (This recommendation is designed to ensure some continuity and reasonable efficiency in the transition.)

Rationale

Section A(1) is an amplification of what is presently the Committee's first charge and a change in its third and fourth charges to make explicit that Senate's duty, as provided in Section 54(f) of the Universities Act, is delegated to the Committee.

Section A(2) is an amplification of what is presently the Committee's second charge.

Section A(3) is an amplification of what is presently the Committee's fifth charge and makes explicit that Senate's duty as provided for in Section 54(g) of the Universities Act is delegated to the Committee.

Section A(4) is designed to provide Senate with regular annual reports on how the Committee is meeting its delegated responsibilities. The operational rules and procedures decided upon by the Committee will be contained in the annual report normally to be submitted in March. This clause is intended to give the Committee sufficient flexibility to develop appropriate procedures and criteria and, at the same time, to remain accountable to Senate.

Sections B(1) and (2) are unchanged from Paper S.422, except that in B(2) a specific term of three years is provided for the Chairman. The purpose of the three year term is to provide continuity to the Committee.

Sections B(3) and (4) are also designed to provide continuity for the Committee and is unchanged from Paper S.422, except that two year terms are provided for in B(4), rather than one year terms.

Section B(5) is an amplification of a provision in Paper S.422 and is intended:

1. to recognize that not all students can now be identified as majoring in the Faculties of Arts, Education and Science, and
2. to ensure that all three student members do not come from one Faculty.

Section C is a simplification of the comparable provision in Paper S.422.

Section D is the quorum requirement suggested by the Committee.

Attachments.

S.M. 9/11/70

Paper S.422 - Incorporation of University Awards and Athletic Awards
into Jurisdiction of Senate Committee on Scholarships, Awards and
Bursaries

The Chairman stated that an Item 6 of the proposed terms of reference for the amalgamation of University Awards and Athletic Awards with the Senate Committee on Scholarships, Awards and Bursaries had been inadvertently omitted, and it should be noted that this Item would read as originally indicated for Item 5 in the original terms, viz. "To deal generally with proposals to establish scholarships, prizes, awards and bursaries in the University." Dr. A. M. Unrau, Chairman of the Committee, was then asked to join the meeting and to outline the comments of his Committee on the paper.

Moved by K. Rieckhoff, seconded by D. Birch,

"That the changes to the present regulations as proposed on pages 2 and 3 of Paper S.422, be adopted."

Dr. Unrau stated that the Senate Committee supports the general intent of Paper S.422 with particular reference to the recommended amalgamation of the Presidential Committees on University and Athletic Awards with the Senate Committee on Scholarships, Awards and Bursaries, but is of the opinion that Items 4 and 5 of the proposed terms of reference are too vague and could be amended, possibly to read "To make, after recommendations from appropriate officials, athletic and university awards." The Committee suggested staggered terms of office for members to achieve continuity. There had been discussion on the nature of student involvement. In particular there was no information on the terms of appointment of the Chairman and from what source he might come.

Dr. Strand then turned the Chair over to the Vice-President, Academic, in order that he might speak on the paper. He stated that the matter had been pending for some time and that this paper had been prepared in order to place the question before Senate for resolution. A number of the points raised by Dr. Unrau would require clarification. He noted that Items 4 and 5 were deliberately vague, as it was not yet clear how to best coordinate the administrative and Senate process.

Upon agreement by D. Birch, K. Rieckhoff withdrew his motion, and it was moved by K. Rieckhoff, seconded by D. Birch,

"That the proposal contained in Paper S.422 be accepted in principle with changes to be made and implementation to take place following consultation with the Committee."

It was noted that it was intended that the matter be further discussed at Senate before implementation.

S.M. 9/11/70

J. Webster enquired whether the proposal was intended to cover graduate scholarships and the mover indicated this was not intended, other than as previously in a few limited cases. S. O'Connell suggested that there be decision on the role of student members proposed, particularly as pertains in the actual making of awards. G. Basham stated there was no legal reason why students could not sit.

Question was called on the rephrased motion, and a vote taken.

MOTION CARRIED

17 in favor

Paper S.423 - Reconsideration in Selection of Department Chairmen as Outlined in Paper S.224.

Moved by K. Rieckhoff, seconded by J. Ellis,

"That the subject matter of Paper S.224 be reconsidered, and that the Academic Vice-President be instructed to come forward to Senate with a proposal separating the question of Departmental Reviews from the appointment of Chairmen, but in such a way that the spirit covering the selection of Departmental Chairmen as outlined in Paper S.224 is retained."

B. Wilson advised that the matter of appointment of Chairmen had been under consideration for several weeks and that he was hopeful after adequate consultation with Departments, that a paper might be brought to Senate for either the December or the January meeting.

Question was called on the motion to refer, and a vote taken.

MOTION TO REFER CARRIED

19 in favor
1 opposed

5. REPORTS OF COMMITTEES

a) Academic Planning Committee

1) Paper S.424 - Division of General Studies

Moved by B. Wilson, seconded by R. Harper,

"That a Division of General Studies be established with responsibility for administering such multidisciplinary, interdisciplinary and experimental courses and programs as Senate and the Board of Governors may from time to time approve."

S.216

To: ALL MEMBERS OF SENATE

From: K.T. Strand,
Chairman of Senate and
Acting President

Subject: Incorporation of University
Awards, and Athletic Awards
into jurisdiction of Senate
Committee on Scholarships,
Awards and Bursaries.

Date: 11 March 1969

The purpose of this paper is to set before Senate certain proposals relevant to University Awards, and Athletic Awards, thereby correcting certain anomalies which have arisen in the past.

As Senate is aware, there exists a Senate Committee on Scholarships, Awards and Bursaries, brought into being 4 April 1966. The composition of this Committee, at present, consists of two representatives from each of the three Faculties, with the Registrar as Secretary. The terms of reference of the Committee are as follows:

- (1) To award University Scholarships and Prizes.
- (2) To propose candidates for Scholarships and Prizes awarded by bodies outside the University.
- (3) To review the Athletic Awards and University Awards proposed by the President's Committees established for that purpose.
- (4) To review the bursaries proposed by the Registrar.
- (5) To deal generally with proposals to establish Scholarships, Prizes, Awards, and Bursaries in the University.

Therefore, as of this point in time, there exists both a Senate Committee on Scholarships, Awards and Bursaries, and two Presidential Committees, one for University Awards, and one for Athletic Awards with overlapping jurisdictions. The problem of this overlap has been commented upon by both Chairmen of the Presidential Committees, and by the Financial Aid Officer, Mr. Nelles, in a special report to the Acting President, dated 22 January 1969. Certain problems governing the inter-relationship of the two types of awards were raised by the Student Affairs Committee in its report to the Acting President dated 18 December 1968.

A consensus of the opinions held by the Chairmen of the Presidential Committees and the Financial Aid Officer is that they can see little merit in there continuing to be in existence these two Committees, when the terms of reference of the Senate Committee clearly indicate that this is an area in which it has jurisdiction. A typical comment is that of Professor E.M. Gibson in the annual report of the President's Athletic Award Committee Report for the year 1968-1969, dated 14 February 1969, "The type of committee be changed from its present form

of President's Committee to that of a committee or sub-committee of Senate. The Committee believes that Athletic Awards are justified as a component of the Faculty of Education's programme, and therefore are a legitimate subject of Senate control. The Committee also believes that all University bursaries, Awards and Scholarships should be the responsibility of one committee and should have more or less consistent and related budgets and procedures".

The Student's Affairs Committee in its aforementioned report made two specific recommendations with respect to the interaction of University Awards and Athletic Awards. After pointing out certain limitations of the present Athletic Awards programme, such as voluntary participation in non-varsity sports, they went on to make the following two recommendations:

1. That University Awards be made available to all student extra curricular activity endeavours, athletic or otherwise, in recognition of strong participation in the non-academic life of the University.
2. That the term 'Athletic Award' be discontinued in order that the Physical Development Centre may disburse its funds as it sees fit in the form of stipends, grants, honoraria, scholarships, etc.

The nature of these two latter recommendations which suggest a detailed examination of the whole concept of University Awards and Athletic Awards, and their relationship, one to another, only serve to reinforce the idea of one Senate Committee having sole jurisdiction over this area.

It is intended therefore that the two Presidential Committees on Athletic Awards and University Awards be disbanded at the end of this semester.

It is proposed therefore:

1. all reference to Presidential Committees be deleted from paragraph (3) of the terms of reference of the Senate Committee and that this paragraph be amended to read "To review the proposed Athletic Awards and University Awards".
2. that paragraph (4) be amended to read "To review the Bursaries proposed by the Financial Aid Officer".
3. that the following Faculty member be appointed to the Committee as an ex-officio voting member: The Director of Athletics.
4. that the following members of the Administrative Staff be appointed to the Committee as ex-officio, non-voting members:
 - (a) the Resources Officer
 - (b) the Awards and Grants Accountant

The rationale for the first proposal has already been set forth in this paper. The second proposal reflects the existence of a full-time Financial Aid Officer who handles the day to day operations of student financial assistance. Proposals 3. and 4. are designed to give the Senate Committee increased expertise and specific knowledge upon which to draw in the performance of its tasks.

March 23, 1972

TERMS OF REFERENCE

- A. The Senate Committee on Scholarships, Awards and Bursaries is charged:
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 fellowship, scholarship, 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 March 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).
- B. Composition of the Committee:
1. The Committee shall consist of nine members, plus a Chairman, all of whom shall be voting members.
 2. The Chairman shall be a full-time faculty member appointed by Senate for a term of three years. The Chairman shall be eligible for reappointment.
 3. Three of the nine members shall be full-time faculty members, selected by Senate. The term shall be two years, with appointment in odd numbered years. Members appointed to the Committee by Senate shall be eligible for reappointment.
 4. Three of the nine members shall be full-time faculty members elected one each by and from the Faculties of Arts, of Education and of Science respectively. The term shall be two years, with election in even numbered years. Members elected to the Committee from the Faculties shall be eligible for re-election.
 5. Three of the nine members shall be students, to be selected by the Simon Fraser Student Society by means of its choice. However, there shall be no more than one student from the Faculty of Arts, or from the Faculty of Education, or from the Faculty of Science. The term shall be one year. Members selected by the Simon Fraser Student Society shall be eligible for reappointment.
 6. Appointments of faculty members through elections shall follow normal rules pertaining to Senate committees

C. Non-voting Members:

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

D. Quorum:

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

SIMON FRASER UNIVERSITY

MEMORANDUM

From THE REGISTRAR

Date FEBRUARY 25, 1966

to

Subject A PROPOSAL TO ESTABLISH A SENATE
COMMITTEE FOR SCHOLARSHIPS, AWARDS
AND BURSARIES

TYPE: Continuing.

PURPOSE:

- (1) To award University Scholarships and prizes.
- (2) To propose candidates for Scholarships and prizes awarded by bodies outside the University.
- (3) To review the athletic awards and University awards proposed by the President's committees established for that purpose.
- (4) To review the bursaries proposed by the Registrar.
- (5) To deal generally with proposals to establish Scholarships, prizes, awards and bursaries in the University.

MEMBERSHIP: Two representatives from each of the Faculties of Arts, Science and Education.

The Registrar

TERMS OF
APPOINTMENT: One representative from each Faculty to be appointed by the Senate for a term of two years. One representative from each Faculty to be nominated by the Faculty for a term of one year. The Chairman to be appointed by the Senate from among the members.