

SIMON FRASER UNIVERSITY

MEMORANDUM

S.82-3

To.....	SENATE	From.....	SENATE COMMITTEE ON UNDERGRADUATE STUDIES
.....PROPOSED CHANGES IN UNIVERSITY REGULATIONS			
Subject	1. Revisions to Course Add/Drop Period	Date	December 23, 1981
	2. Duplicate Course Regulations		

Background Information

At the request of the Dean of Arts, on behalf of the Faculty of Arts, the above topics were placed on the agenda of the Senate Committee on Undergraduate Studies for November 2nd - having undergone extensive discussion within Arts throughout the past year.

Formal motions were made (on each of the two topics separately) at SCUS to approve the recommendations but with motions then made to postpone considerations until December 1st following receipt of responses and comments. Distribution of materials was made on November 3rd seeking information broadly from the university community. The memorandum of November 3rd and papers SCUS 81-55A and 81-55 indicate the proposals at that time - to which responses were sought.

Responses were received throughout November, but with some responses lacking by December 1st. SCUS then approved that consideration be postponed until the meeting of December 15th, awaiting further comments, but with full intent to address these items at that time. Paper SCUS 81-88 dated December 11, 1981 is the paper placed before SCUS on December 15th, giving general background data, the earlier papers (Nov. 3rd) and the responses received as Appendices I through V inclusive.

To focus discussion at SCUS two further papers were provided as worksheets - SCUS 81-93A Revisions to Course Add/Drop Period, and SCUS 81-93B Duplicate Course Regulations. Those documents provided a very brief summary of responses to the original proposals, and a suggestion of some further actions which might be taken to resolve these questions. At the meeting of SCUS additional amendments of various types were made, some with strong agreement, some with varying degrees of opposition or rejection. There was intensive discussion of notations for drops in extenuating circumstances.

The motions which will follow indicate the final decisions at SCUS and the recommendations of that committee now to Senate.

The present proposals on add/drop may be shown generally as follows:
(not fully complete).

<u>Week</u>	1 2 3	4 5	6 - 12
	free add/drop	drop with WD recorded. If extenuating drop WE recorded.	no drops except under extenuating circum- stances, with WE recorded.
<u>Change</u>	No notation - no change	Notations - and reduction of free drops from end of week 9 to end of week 5	

It will be noted that the original proposals suggested changes to both add and drop regulations and to a system of notations on drops. The present proposal recommends no change in add regulations, some adjusted changes in drop regulations and some adjusted notations on dropped courses.

The second topic pertains to duplicate courses; there has been some modification in language from the earlier proposal. The intent is to reduce the number of instances in which individuals extensively continue to repeat courses to try to raise averages.

The motions, if approved, will indicate the general intent of the regulations. The Registrar's Office will be required to ensure that the language used in final disposition and in calendar is clear and integrated with related regulations.

Actions undertaken by the Senate Committee on Undergraduate Studies at its meeting of December 15 give rise to the following motions.

MOTION 1

"That Senate approve and recommend approval to the Board of Governors, as set forth in S. 82-3

- (a) that the present undergraduate regulations governing the adding of courses be retained.
- (b) (1) that the undergraduate period of free dropping of a course be reduced from the end of the ninth week of classes to the end of the fifth week of classes
- (2) that there be no notation on specific courses dropped in weeks 1, 2 and 3
- (3) that there be a notation WD on specific courses dropped freely in weeks 4 and 5.
- (c) that a course drop be permitted after week 5 only in extenuating circumstances, (weeks 6 through 12) and that there be a notation WE on specific courses dropped. If a course is dropped under extenuating circumstances in week 4 or 5 then the notation will be WE rather than WD. These drops require the approval of the Instructor and the Chairman. "

Note: The notations "WD" and "WE" do not affect the grade point average.

A definition of "extenuating circumstances" has been proposed and additional work is being undertaken to provide a number of examples to clarify further the intent.

MOTION 2

"That Senate approve and recommend approval to the Board of Governors, that the number of courses a student can duplicate in his/her degree program be limited to five; the limit of five duplications may be extended by the Faculty Dean. No course may be duplicated more than once except with permission of the Department.

SUMMARY - PROPOSED CHANGES IN UNIVERSITY REGULATIONS - REVISIONS TO COURSE ADD/DROP PERIOD

SCUS 81-93A

Brief summary of responses (to original motion) given in Columns 1, 2, 3, 4
Some amendments now proposed - These are reflected in the statements now shown in Column 5

1 FACULTY OF EDUCATION	2 FIDS	3 FACULTY OF SCIENCE	4 STUDENT SOCIETY and OTHER GROUPS	5 (FACULTY OF ARTS) With Amendments	6 ACTION PROPOSED
Generally supportive, reasonable time period for changes to occur following consultation and advice.	Strong support	Week 1 to be free add No mention to be made in regulations of adds permitted after week 1, but such may be initiated by Instructor/Chairman	Opposed - retain present regulations Oppose method	<u>Course Add Period</u> Retain present Regulations	<u>Original Motion</u> SCUS, Nov. 2, 1981, "That SCUS approve and recommend approval to Senate, as set forth in SCUS 81-55, the proposed regulations on adding and dropping of courses."
Generally supportive, reasonable time period for changes to occur following consultation and advice Prefer assurance that students would be provided performance feedback within 5 weeks.	Strong support, - but, see "Notations" below.	Reduce drops from 9 to 5 weeks, with notation in weeks 4 & 5, but not in weeks 1 and 2 and 3; (weeks 1 and 2 and 3 to be free drop).	As above	<u>Course Drop Period</u> Reduce free drops from 9 weeks to 5 weeks, with WD notation in weeks 4 and 5; with no notation in weeks 1, 2 and 3.	<u>Proposed substitute motion now</u> "That SCUS approve and recommend approval to Senate the proposed regulations on adding and dropping of courses as amended herein in Column 5."
	Oppose notation if made on transcripts. If on, prefer that it be on both before and after week 5; - (Unclear if means always on "in extenuating circumstances")	Notation WD in weeks 4, 5. (Requires faculty member's approval) After week 5, drops only in "extenuating" and then notation WDE (or similar); (Requires approval of Instructor and Chairman).	As above	<u>Notation - Period, Method</u> Notation WD in weeks 4 and 5. Only extenuating drop permitted after week 5 (6 through 12), with notation WE. If extenuating drop in weeks 4 and 5 then notation WE rather than WD. (Requires approval of Instructor and Chairman.) See definition proposed of "extenuating" - "Unusual circumstances beyond the student's control which make it impossible for the course work to be completed."	

SUMMARY - PROPOSED CHANGES IN UNIVERSITY REGULATIONS - DUPLICATE COURSE REGULATIONS

Brief summary of responses (to original motion) given in Columns 1, 2, 3, 4
 Some amendments now proposed - These are reflected in the statements now shown in Column 5

1 FACULTY OF EDUCATION	2 FIDS	3 FACULTY OF SCIENCE	4 STUDENT SOCIETY and OTHER GROUPS	5 (FACULTY OF ARTS) With Amendments	6 ACTIONS PROPOSED
Generally supportive	Generally Supportive - but if permitted more than once requires approval by Department. If more than five then only with approval of Dean or Academic Advice or Major Dept., etc.	Generally supportive - but if duplication more than once then only with permission of Instructor and Chairman	Opposed - retain present regulations. Oppose method	Limit number of courses a student can duplicate to five; No course may be duplicated more than once except with permission of the Department.	Original Motion From SCUS, Nov. 2, 1981, "That SCUS approve, and recommend approval to Senate, as set forth in SCUS 81-55, the proposed regulations on duplicate courses". Proposed substitute motion now "That SCUS approve and recommend approval to Senate the proposed regulations on duplicate courses as amended here in Column 5.

SIMON FRASER UNIVERSITY

SCUS 81-88

MEMORANDUM

To: Senate Committee on
Undergraduate Studies

From: H.M. Evans, Secretary
Senate Committee on
Undergraduate Studies

Subject: PROPOSED CHANGES IN UNIVERSITY REGULATIONS

1. Revisions to Course Add/Drop Period
2. Duplicate Course Regulations

Date: December 11, 1981

At a recent meeting it was established that a meeting of SCUS would be held on Tuesday, December 15, 1981 and that the first topic on the agenda would be the PROPOSED CHANGES IN UNIVERSITY REGULATIONS pertaining to Course Add/Drop and Duplicate Courses.

- A. Attached is a copy of a memorandum forwarded on November 3, 1981 to various bodies on behalf of SCUS, as determined by the meeting of SCUS held November 2, 1981--with decision to postpone consideration of two motions until December 1, following receipt of responses and comments, with responses to be received by the Secretary by November 27. The specific motions are given on the first page of that memorandum and reference papers are attached thereto.

As materials were not received by the original date specified decision was then made by SCUS to place this item on the agenda for December 15. The lateness of responses has precluded earlier distribution of this material. The responses which have been received are attached hereto and are as follows:

- I. Appendix I - Proposed Changes in University Regulations - Dean, Faculty of Arts, November 24, 1981
- II. Appendix II - University Regulations, Drop/Add Period - Dean of Education 1981-12-02
- III. Appendix III - Changes in Add/Drop Regulations and Duplicate Course Regulations - Dean Faculty of Inter-disciplinary Studies, November 25, 1981
- IV. Appendix IV -
 - i) Simon Fraser Student Society, 18 November, 1981
 - ii) Communication Students Union, 23 November, 1981
 - iii) Professional Development Program Council of Representatives, 19 November, 1981
 - iv) Archaeology Student Society - undated
 - v) Teaching Support Staff Union - 30 November, 1981
- V. Appendix V - Add/Drop Regulations, Dean Faculty of Science, December 10, 1981

- B. The two main motions made on November 3, were separate motions placed before the body separately, with decision that there would be postponement of discussion, until December 15. Those motions will now be before SCUS, separately, for discussion.

- 1) MOTION "That SCUS approve and recommend ^{approval} to Senate, as set forth in SCUS 81-55, the proposed regulations on adding and dropping of courses."

This motion is open to debate, amendment and any of the other usual actions that pertain during the debate. When this item has been disposed of the second item will be addressed.

- 2) MOTION "That SCUS approve and recommend approval to Senate, as set forth in SCUS 81-55, the proposed regulations on duplicate courses."

This motion is open to debate, amendment, and any of the other normal actions that pertain during debate.

Encls.

SIMON FRASER UNIVERSITY

MEMORANDUM

To.....	DEANS OF FACULTIES, STUDENT SOCIETY PRESIDENT, CHAIRMEN OF UNDERGRADUATE FACULTY CURRICULUM COMMITTEES.....	From.....	H.M. EVANS, SECRETARY SENATE COMMITTEE ON UNDERGRADUATE STUDIES
	(Distribution as below)		
Subject.....	PROPOSED CHANGES IN UNIVERSITY REGULATIONS 1. Revisions to Course Add/Drop Period 2. Duplicate Course Regulations	Date.....	NOVEMBER 3, 1981

Attention is drawn to the attached documents SCUS 81-55A which outlines briefly the substantive changes being proposed and SCUS 81-55 which provides more detail on the regulations and some background information. These documents were submitted by the Dean of Arts to SCUS and were considered by that Committee at its meeting of November 2, 1981. The two main items were considered as separate items.

SCUS action was as follows:-

1. MOTION - "That SCUS approve and recommend approval to Senate, as set forth in SCUS 81-55, the proposed regulations on adding and dropping of courses."

MOTION - "That SCUS postpone consideration of this Motion until December 1 following receipt of responses and comments, with responses to be received by the Secretary by November 27."

MOTION TO POSTPONE CONSIDERATION CARRIED

2. MOTION - "That SCUS approve and recommend approval to Senate, as set forth in SCUS 81-55, the proposed regulations on duplicate courses."

MOTION - "That SCUS postpone consideration of this Motion until December 1 following receipt of responses and comments, with responses to be received by the Secretary by November 27."

MOTION TO POSTPONE CONSIDERATION CARRIED

This material is now being distributed for consideration and response or changes on each of the two items. It is the intention of SCUS to consider the responses and comments received from the various bodies - at the meeting of SCUS to be held December 1, 1981.

Responses are to be sent to H.M. Evans, Secretary of SCUS, and are required not later than Friday, November 27th to be organized and distributed in advance of the December 1 meeting.

Each Dean of Faculty is requested to consolidate and organize any responses from his Faculty in order that the Faculty position is clearly stated. Faculty Curriculum Committee responses, therefore, should be submitted through the Dean.

November 3, 1981

It is the intention of SCUS to submit any final recommendations it approves to Senate for approval at the January 1982 meeting for inclusion in the 1982/83 Undergraduate Calendar effective as from September 1982.

Should you have need for further information please contact me or N. Heath at phone local 4176.



H.M. Evans

Distribution as below

For Action and Response:

R.C. Brown - Dean of Arts
G. Ivany - Dean of Education
T.W. Calvert - Dean of Interdisciplinary Studies
J.F. Cochran - Dean of Science
C.L. Hamilton - Chairman, Faculty of Arts Undergraduate Curriculum Committee
K. Egan - Chairman, Faculty of Education Undergraduate Curriculum Committee
N.M.G. Bhakthan - Chairman, Faculty of Interdisciplinary Studies Undergraduate Curriculum Committee
A. Sherwood - Chairman, Faculty of Science Undergraduate Curriculum Committee
J. Crawley - President, Student Society

For Information or Response:

K.G. Pedersen - President
J.M. Munro - Vice-President, Academic
G. Stuart - Vice-President, Administration
J.P. Blaney - Vice-President, University Development and Extension and Dean of Continuing Studies
J.M. Webster - Chairman, SCUS
M. Cairns - Director, Academic Advice Centre
B.P. Beirne - Dean of Graduate Studies

PROPOSED CHANGES IN UNIVERSITY REGULATIONS

1. Revisions to Course Add/Drop Period
2. Duplicate Course Regulations

The substantive changes which are being proposed by the Faculty of Arts are listed below:

1. Course Add

Presently students may add courses for three weeks - one week freely, the next two only with permission of the instructor and the department Chairman.

We propose to shorten the course add period by one week - with one week free add, one week with permission of the instructor and the department Chairman.

Course Drop

Presently students can drop courses freely for nine weeks, with an extended drop period for extenuating circumstances until the end of the twelfth week. We propose to shorten the drop period to five weeks. Courses may only be dropped between the end of the fifth and the twelfth week under extenuating circumstances.

We also propose that all drops made between the second and the fifth weeks will be notated on the transcript except for those made under extenuating circumstances.

SIMON FRASER UNIVERSITY

MEMORANDUM

To.....Mr. H. M. Evans, Secretary,.....
.....Senate Committee on Undergraduate Studies.....
From.....R. C. Brown,.....
.....Dean of Arts.....
Date.....October 26, 1981.....

PROPOSED CHANGES IN UNIVERSITY
REGULATIONS:

1. Revisions to Course Add/Drop Period
2. Duplicate Course Regulations

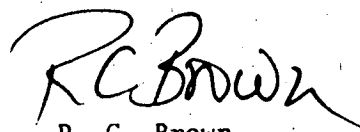
During the past year there has been considerable discussion in the Faculty concerning revisions to the University regulations governing the dropping of courses.

I drafted a proposal for discussion which received approval from Department Chairmen and the Faculty of Arts Curriculum Committee, and which was taken to the Faculty of Arts general meeting. As a result of discussion with faculty at that meeting, the paper has been revised and once again has received approval from the Chairmen, who have taken it to their departments for discussion.

It has been circulated to the Faculty of Arts Curriculum Committee for comment or discussion. I am now forwarding it to you from the Faculty.

Would you please place it on the agenda of the next SCUS meeting, as I am anxious to have these changes reflected in the next University calendar.

RCB/lm
Attachs.


R. C. Brown

PROPOSED CHANGES IN UNIVERSITY REGULATIONS

1. Revisions to Course Add/Drop Period
2. Duplicate Course Regulations

1. Add/Drop. Changes to be made

During 1st week of classes -

NORMAL COURSE CHANGE PERIOD.

Courses may be added with permission of the department.
 Courses may be dropped without notation.
 A student may not withdraw from Course Challenge without substitution of a regular course enrolment. During the first week of classes, he/she may change registration in Course Challenge from one course to another, or to regular enrolment in the course.

During 2nd week of classes -

EXTENDED COURSE CHANGE PERIOD.

Courses may be added only with special permission of the chairman and instructor concerned.
 Courses may be dropped without notation.
 No courses may be added after this time.

During the 3rd, 4th and 5th weeks of classes -

COURSE DROP PERIOD.

Courses dropped within this period will be recorded with a "WD" entry on the student's transcript. The "WD" is not a grade and will not affect the student's grade point average.

After the 5th week of classes, courses may be dropped (without notation) only under extenuating circumstances. No courses will be dropped after the 12th week of classes.

Week	1	2	3	4	5	6 - 12
	free add/drop		drop with "WD" recorded (except under extenuating circumstances)			no drop, except under extenuating circumstances

2. Duplicate Courses

At present there are no restrictions on duplicate courses. We propose to limit the number of courses a student can duplicate to five, with the further restriction that no course may be duplicated more than once.

2. Duplicate Courses

Under 6.3 Grade Point Average (p. 73) the wording be amended to include the statement -

"Students are permitted no more than five course duplications during their undergraduate program, and an individual course may be repeated only once."

SIMON FRASER UNIVERSITY

Appendix I

MEMORANDUM

To..... Mr. Harry Evans.....
..... Registrar.....
..... Proposed Changes in
Subject... University Regulations.....

From..... Robert C. Brown.....
..... Dean.....
..... Faculty of Arts.....
Date..... November 24, 1981.....

1. Revisions to Course Add/Drop Period.
2. Duplicate Course Regulations.
S.C.U.S. 81-55A.

The Faculty of Arts Curriculum Committee discussed the Proposed Changes to the Course/Add Period regulations at its meeting of November 19, 1981. The Committee strongly endorsed the changes in the Add/Drop Period. There was some discussion regarding the reasons for inclusion of the 'W' on the transcript. There was also some discussion about M. Cairn's proposal to notate drops with a 'W' in Extenuating Circumstances. However, the Committee did not support this proposed change. They did ask for a definition of Extenuating Circumstances which L. Resnick said he would provide, and which is attached. D.L.L.L. expressed concern about the shortening of the course add period, because of the difficulty of placement for Language courses. The Dean suggested that it would be possible to accommodate such special situations through approval by the Registrar. The Psychology Department requested an amendment to the Duplicate Course regulation to read:

Students are permitted no more than five course duplications during their undergraduate programs, and an individual course may be repeated only once except with permission of the Department.

This motion passed unanimously.

I have only received one submission from a faculty member who did not support the drop date, a memo from a student, the English union speaking against the changes, and a request for information from the SFSS. The Chairmen are strongly supportive of the proposals.


R.C. Brown

Attachment
RCB/md

DEFINITION OF
EXTENUATING CIRCUMSTANCES

Unusual circumstances beyond the student's control which make it impossible for the course work to be completed.

SIMON FRASER UNIVERSITY

Appendix 11

MEMORANDUM

To... Harry Evans, Secretary

From... J. W. George Ivany

SCUS

Dean of Education

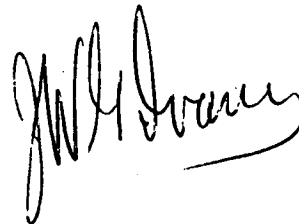
Subject: University Regulations: Drop/Add Period

Date... 1981-12-02

With regard to the proposed changes, I have consulted with each of the Program Directors in the Faculty of Education. For the most part we are supportive of the changes. It is felt that the current regulation is too long leading to something than less than optional programming. Further, the proposed regulation does allow for a reasonable time period for legitimate changes to occur following appropriate consultation and advice.

Within the Undergraduate Program Committee, however, some concern was voiced regarding the lack of defense of the underlying principle of the proposal within the documentation. Some of the concern would be alleviated if it could be assured that students would be provided feedback on performance within the proposed five week period.

JWGI:nb



RECEIVED

DEC 3 - 1981

REGISTRAR'S OFFICE
MAIL DESK

MEMORANDUM

To Mr. H. Evans, Secretary of Senate
Committee on Undergraduate
Studies.

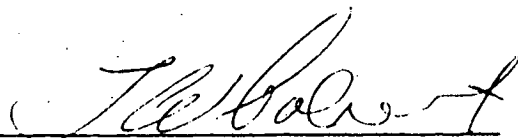
From Dr. T.W. Calvert, Dean,
Faculty of
Interdisciplinary Studies.

Subject CHANGES IN ADD/DROP REGULATIONS
AND DUPLICATE COURSE REGULATIONS

Date November 25, 1981

These regulations were considered by the Faculty of Interdisciplinary Studies Undergraduate Curriculum Committee at its meeting on Tuesday, November 24. The following comments apply:

1. The Committee was unanimously in favour of the proposed change in the date for adding courses.
2. The Committee was unanimously in favour of the proposed changes in the dates for dropping courses.
3. By a vote of four to two the Committee voted not to have a designation 'W' (or some such notation) placed on the student's transcript if he dropped a course. (In this connection it should be noted that the Committee would probably favour such designations if the transcript were used for internal purposes such as advising and were not circulated outside the university. There was also concern that the same notation, if it were to be applied, should apply both before and after the fifth week).
4. The Committee unanimously agreed with the proposed changes in regulations for duplicate courses. However, it was felt that some waiver mechanism must be available for these regulations and it is suggested that the rule against taking a course for credit more than twice might be waived by the department which offers the course whereas the rule against having a total of more than five duplicate courses on the record ought to be waived by some other body. (eg. the Dean of the Faculty, the Academic Advice Centre, the major department).



TWC/pgm

c.c. N.M.G. Bhakthan

ASSOCIATION des ETUDIANTS de SIMON FRASER

SIMON FRASER STUDENT SOCIETY

Appendix IV (1)

18 Nov. 1981

DROP-DATE REVISION:

Position of the Simon Fraser Student Society

The Simon Fraser Student Society urges the members of Senate not to adopt the proposed revision of the course drop policy. It will not accomplish the good things given as a rationale, and it will be detrimental to the quality of education now obtainable at Simon Fraser University. This position paper should discredit the arguments for the change, and reiterates the Student Society's reasons for opposing alterations of the nine-week policy, as is. Finally, we object strongly to tactics used by the Dean of Arts in bringing this proposal to Senate.

Arguments for the Revision

1. It has been argued that transcripts of SFU graduates will be accorded more respect at other institutions if the drop-date is shortened. In fact, the academic reputation of the university will not be materially affected by tinkering with mechanisms. There are third-rate colleges which remain unredeemed by more coercive regulations than anyone here is likely to invent, while many of the world's great universities are far more flexible and accomodating than SFU. If SFU is to increase its academic standing, it will only be through encouraging the perogatives, of faculty and students alike, to do outstanding work here. Graduate committees at other universities do not assess applicants from SFU on any basis except an assessment of their colleagues at SFU: that has nothing to do with whether a student has been in your seminar once or twice, but only with whether the student can be expected to have learned the subject there.

2. Proponents of the revision argue that the ability to pay tuition twice gives an academic advantage to wealthier students. This is a 'logical' conclusion with no factual information to warrant it. No one has ever correlated students' repetition of courses with their financial means. Wealthier students, as we know, already have academic advantages in the quality of their preparatory schooling, their home and social support. Unlike working class students they have more time for school, and are less likely to overload themselves with courses in the hopes of returning to the work force sooner.

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université simon fraser | burnaby 2, c.-b. | téléphone 291-3181

18 Nov.

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If most course repeaters are, in fact, working and mature students attempting to maximize their education, the drop date revision will cut at one of SFU's most important constituencies.

3. Proponents say the shorter period will allow departments with heavy drop-out rates to hire fewer teaching assistants. We understand **that this** financial incentive may be the main reason for considering the change, especially as it would affect Business Administration, Mathematics, and Computing Science. Yet it is clear that no alternative means for supporting graduate work in these areas is being considered--quite the contrary, funds for graduate stipends and scholarships have been frozen for years, and have been irresponsibly juggled in these last months. Attempts to cut costs in this way will discourage prospective graduates from applying here, will increase tutorial sizes where they are already unacceptably large, bring on difficulties with the Teaching Assistants' union, and generally slow the development of graduate programs in precisely the departments which are central to SFU's continuing growth.

4. It can be argued that the drop-date adds to the overenrollment problem in certain courses and departments, where overenrollment is a problem. The Student Society has already distributed a substantial brief to the President's Committee on Enrolment Limitation which questions whether overenrollment is a long-term problem requiring sweeping policy changes, or is a temporary distortion of enrollment patterns. The precedent and the impact of this drop-date revision will remain for students in other departments and in future years when the emergency in a few departments have been forgotten. Senate has already passed enrollment-limiting measures in Business and Computing which, whatever their (largely unreckoned) long-term implications, will handle the emergency. There is no reason to set up obstacles to students all over the University in order to deal with a local situation.

5. Does a 'lax' policy on course-drop contribute to 'grade inflation'? The answer is that there is no grade inflation. Tables provided by the Registrar's Office, showing the historical distribution of grades awarded, prove that between 1973 and 1979 there were percentage decreases in the number of 'A' and 'B' grades and percentage increases in 'C', 'D', and 'F' grades in every Faculty of the University.

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Arguments Against the Revision

1. The drop-date change is being proposed along with too many other policy changes which are meant to address the same concerns. Students are facing a tuition increase, enrollment limiting mechanisms, redefinition and cutbacks of graduate student support, a 'streamlining' of curriculum planning that cuts Faculty decisions off from an academic and financial overview, and that cuts student representatives out of the process. Like the drop-date revision, these changes are proposed and implemented piecemeal, with no good sense of their individual and cumulative affects, on students or on the University as a whole. It is clearly time to develop an overall strategy for maintaining the education function of the University, rather than trying out half a dozen unpredictable 'bright ideas' at the expense of students.

2. We consider the 'wd' component of the proposal as an expendable felicity which the Dean of Arts expects to 'compromise away' in return for a shorter time period. No other university in the Province, and few anywhere, care to record every tentative course enrollment: because a withdrawal is always a 'failure', if only to have enough time, students would be penalized for testing their interests or abilities in the wide range of courses SFU offers. The 'wd' proposal would exchange the diverse and comopolitan potential that is traditional in university education for bureaucratic cataloging of students' trials and errors.

3. The proposal forgets the simple fact that students who have completed a number of weeks of coursework, even if the course is not completed, are better educated for it. A student who subsequently does complete the course has a solid basis in the subject by dint of having spent more hours studying it: there is nothing tricky or ethically questionable in this. Education is not a game to be played with a stopwatch, and its function is not to eliminate people through arbitrary regulations. Rather, the main function of the University instruction is to provide an open and accountable public access to knowledge: this was the motive for instituting the nine-week period in the first place, and it remains valid.

A Note on the Process

We hope to have demonstrated here that the changes proposed are not 'something that has to be done' and that no vote of thanks is due to their author, Dean Brown, for pursuing the onerous task so vigorously. In fact, Dean Brown has managed to discredit the entire process by which such proposals come to Senate, attempting to substitute private agreements for open deliberation, and using every tactic from manipulation of agendas to last-minute modification of his plan in order to shortcut the route from his desk to the policy manual. He has been consistently rude and evasive with students who have met with him, individually and in meetings.

18 Nov.

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Dean Brown justifies this on grounds that the 'consensus' of faculty members supports his proposal. This mandate explains his self-delegated revision of the three-week plan to its latest, gimmick-ridden manifestation, as well as his attempt to railroad it directly to Senate without review in the Arts Faculty. Dean Brown has done a disservice to those members of the campus community who are actually concerned about academic integrity and the quality of education, using them to justify an expedient and short-sighted policy and personal campaign. We hope faculty members and students alike will recognize his methods and his proposals as similar travesties of the principles he claims for them.

-Student Forum
18 November 1981

NOTES

1. Results of the Advisory Poll on the Three-week Drop date (March, 1981).

The Dean of the Faculty of Arts has proposed that the University reduce the normal period for dropping a course from the present nine (9) weeks to three (3) weeks.

Which of the following alternatives do you prefer?

1. Retain the existing nine-week drop period. 897 votes.
2. Reduce the drop period to three weeks. 94 votes.

(Total voter turnout was 1004).

2. Tables showing 'Historical Distribution of Grades Awarded are available on request from the SFSS Resource Office, 291-3181.

Also available is documentation of difficulties in dealing with the Dean, including the formal letter of protest to Dr. Pederson from the Arts Faculty Student Unions, 30 Jan. 1981.

Communication Students Union,
SFU.

23 November 1981

Mr H. EVANS,
Secretary, Senate Committee on Undergraduate Studies.

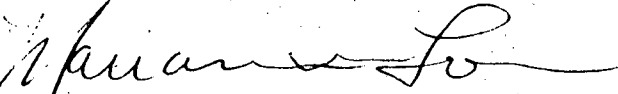
Dear Mr Evans,

This is to let you know that at a meeting of the Communication Students Union on 18 November 1981, the following motion was carried unanimously:

"That this meeting supports the position of the Simon Fraser Student Society in regard to the three-week drop date".

In other words, our union firmly supports retaining the existing drop date period.

Yours sincerely,



Marianne Van Loon

Secretary

**ASSOCIATION des ETUDIANTS
de SIMON FRASER**

**SIMON FRASER
STUDENT SOCIETY**

Appendix IV (iii)

19 November 1981

Harry Evans
Secretary
SCUS

Dear Harry Evans,

The Council of Representatives for PDP (equivlent to the Student Unions of other departments) have asked me to communicate with you the results of a discussion they had on the revised drop-date proposals.

These proposals would affect PDP-Education students only in their 404 term on-campus (Summer). As you are probably aware, they spend most of the year practice-teaching in schools. Hence, the decision to drop a course during the summer is a fairly serious one: however, none of the 15 representatives present could see any reason to support a reduction of the drop-period.

A formal motion to oppose the proposal was adopted unanimously.

Yours on behalf of the
PDP Council of Representatives,



Gene Beuthien

cc: Dale Martelli
D. Fleming, SCUS
Student Senators Caucus
Peak

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NOV 20 1981

**REGISTRAR'S OFFICE
MAIL DESK**

simon fraser university | burnaby 2, b.c. | telephone 291-3181

université simon fraser | burnaby 2. c.-b. | téléphone 291-3181



SIMON FRASER UNIVERSITY ARCHAEOLOGY STUDENT SOCIETY

Appendix IV (IV)

Harry Evans, Secretary,
S.C.U.S.
c/o Administration Building.

Dear Mr. Evans,
The Archaeology Student Society, in a general meeting held on November 25, has unanimously passed a resolution opposing the changes to the current course drop/add structure which have been proposed by the Dean of Arts.

Yours faithfully,

P.P. Archaeology Student Society

W Lee
(Wendy Lee)

Secretary Treasurer.

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TSSU

TEACHING SUPPORT STAFF UNION

TSSU

Appendix IV (v)

30th Nov., 1981.

Submission to the Senate Committee on Undergraduate Studies

re.

Proposed changes in university regulations on course adding and dropping and duplicating.

TSSU wishes to respond to the Faculty of Arts' proposal re. the course adding and dropping and duplicating in two ways. First, we shall make comments regarding specific implications of the proposal for teaching support staff and their working conditions. Second, we shall comment on the more general implications of this proposal for the undergraduate body as a whole.

TSSU fears that the university would commit fewer instructional resources if this proposal were adopted. In an interview with the president in August TSSU representatives were informed by Pederson that there would be fiscal considerations in reducing the drop date. This would mean fewer teaching support^{staff} hired and larger classes, based on an expectation that so many students would drop out by the second and fifth weeks. For example, a tutorial may start off with 25 students on more on the assumption that by the second or fifth weeks, so many students have dropped out that the tutorial size will drop to a 'reasonable' 17 or 18. There are several comments to be made here.

First, TSSU does not support the faculty of arts' proposal in

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TSSU

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general, a point that is elaborated later on. Second, if it were adopted TSSU would be adamantly against the reduction in the hiring of ^{teaching} support staff and the increasing of class sizes. As a reminder TSSU wishes to point out that in Article XIII, part F in the collective agreement, it is stated "(t)o the extent feasible the University will conclude appointments well in advance of their starting dates." The tardy hiring of support staff as a result of an early drop date whereby administrators were watching enrolment figures in the first few weeks before finalising hiring, could be a violation of the contract. Third, if class sizes were increased a process of a self-fulfilling prophecy takes place. Students, finding themselves in overcrowded classes will voluntarily drop that course. So, a relatively high drop rate could be maintained, not because students abuse the system, are unsure of what they want to do etc., but because they are disappointed with the quality of instruction and only poor quality instruction is possible in overcrowded tutorials.

More pressure would be placed on teaching support staff to indicate to students their level of performance so that students would know whether or not to stay in a course. Otherwise, since most mid-term examinations do not occur until the sixth or seventh weeks and results for these are not ready until the seventh eighth or ninth weeks, many students, particularly in the humanities and social sciences, would be left without adequate means by which to evaluate their performance and consequently determine whether or not

TSSU

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to remain in a course.

A reduction in the number of teaching support staff hired and an increase in class size could constitute a technological change and again we refer you to the collective agreement, Article XXII 'Technological Change'. This clause states clearly the notification and consultation procedures that must be followed in the event of a technological change.

TSSU is also concerned with the general implications of this proposal, some of which have been alluded to. Overall, the nature of this proposal is punitive for the following reasons.

- 1) In the first week very little happens in a course that gives a student means by which to evaluate the course. Usually, there are no tutorials held in the first week, so students who want to decide by the end of the second week whether or not to stay in a course, effectively have only one week's exposure to that course by which to decide.
- 2) If students can drop a course without special permission between the third and fifth weeks there should not be a W-D recorded on a student's transcript. Whatever reason a W-D is obtained, such a mark on a transcript is regarded in a negative light. These unwarranted W-D's would create unnecessary problems for students further down the line in job applications or further educational pursuits.
- 3) The whole burden of an inferior course is placed on a student.

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If a student experiences continual ineffective instruction or an unreasonable mid-term exam the student cannot opt out of the course with impunity.

Students should be able to repeat courses in order to obtain extra depth in a particular field of study. By allowing students this right, SFU would be increasing the quality of student that graduates from its campus.

TSSU believes that SFU, like other post-secondary institutions, should facilitate the obtaining of a general education not create barriers to this purpose. Students should be treated as adults who are capable of deciding for themselves when courses are meeting their needs or not and as much time as is necessary should be provided for making these decisions without any penalty attached for late adding and/or dropping or repeating. Therefore, TSSU does not support the present proposal of the faculty of arts as such a proposal denies, in part, the right of students to determine their own education at their own pace.

Signed,



Anne Burger,
President.

SIMON FRASER UNIVERSITY

MEMORANDUM

Appendix ✓

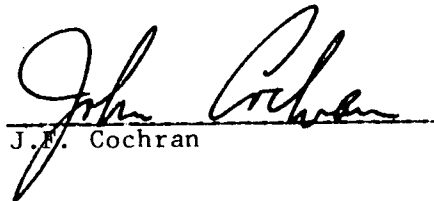
To..... Mr. H. Evans
..... Secretary to SCUS
Subject..... ADD/DROP REGULATIONS

From..... J.F. Cochran, Dean
..... Faculty of Science
Date..... December 10, 1981

Dear Harry:

Enclosed please find a report from the Faculty of Science Undergraduate Curriculum Committee on the proposals on drop/add regulations. As far as I am concerned, this report represents the official position of the Faculty of Science.

/mgj


J.F. Cochran

cc: Chairmen, Faculty of Science
cc: A.G. Sherwood, Chairman, Faculty UGCC

SIMON FRASER UNIVERSITY

MEMORANDUM

To..... Dr. J.F. Cochran, Dean

..... Faculty of Science

Subject..... ADD/DROP PROPOSAL

From..... A.G. Sherwood

..... Chairman, Faculty
..... UGCC

Date..... December 10, 1981

The reaction of the Faculty Undergraduate Curriculum Committee to the proposal for changes in Drop/Add Regulations and Course Duplication are as follows:

1. The first week should be free drop/add, i.e. and extension of the registration period.
2. No mention of course **adds** after this date should be made in the Calendar. If departments wish to have students admitted after the first week, this will be initiated by the instructor and the Chairman of the department.
3. Weeks 2 and 3 should be a free drop period, i.e. courses may be dropped with no designation.
4. During weeks 4 and 5, withdrawal will require the signature of the faculty member and will result in a **WD** notation.
5. During weeks 6-12, withdrawal will be possible only under extenuating circumstances, will require permission of the instructor and the department Chairman and will result in the notation **WDE** on the transcript.
6. The reduction in the numbers of duplications allowed is favoured.
7. The duplication of a course more than once should be only with the permission of the instructor and the department Chairman.

/mgj

for *A.G. Sherwood*
Jarvis