

SIMON FRASER UNIVERSITY**MEMORANDUM**

To: W. Ronald Heath
Secretary to Senate

From: W. Wattamaniuk
Secretary to SCAP

Subject: Enrollment Limitations for 1988/89

Date: December 16, 1987

Action taken by the Senate Committee on Academic Planning at its meeting of December 15, 1987 gives rise to the following motion:

MOTION

"That Senate approve and recommend approval to the Board of Governors, as set forth in S. 88-1 , that the Registrar be empowered to limit the admission of new students by year level, based on their admission G.P.A.s, so that the number of students registered does not exceed a defined limit: that limit shall be based on an analysis of resources, including any potential additional funding."

Memorandum
from the
Vice-President, Academic Office
Simon Fraser University

To: Senate Committee on
Academic Planning

From: J.W. George Ivany,
Chairman, Task Force on
University Size

**Re: Enrolment Limitations
for 1988/89**

Date: December 10, 1987

As you are aware, the Task Force on University Size was struck as a subcommittee of SCAP in the aftermath of a significant enrolment increase in September. This increase of 8.7% follows successive increases over the past several semesters (see table attached). Following on the heels of a long period of restraint, from which we have barely begun to recover, this growth in the face of reduced resources has finally created a sense of crisis on the campus. That crisis has many aspects -- too few instructors, too large class sizes, too large tutorials, insufficient classroom space, and a significant overload on support services from parking to academic advice, from departmental assistance to registration and financial aid. Many felt that the crisis had become unbearable and that lack of action to cope would be tantamount to immoral action. The President asked me as Vice-President, Academic, to inquire into the problem of university size. Thus the Task Force was created.

Senate will recall that this problem was anticipated in 1982 by the President's Committee on Enrolment Limitation (report attached). Unfortunately, the mechanisms proposed in that committee report were to be triggered by an enrolment of 11,000 students. In retrospect, that number was too high which is why the current crisis has befallen us.

The mandate of the new Task Force has three aspects as outlined in an attached memo. This report to SCAP deals only with the first aspect, a suggested response to the crisis for the short term while a more deliberate analysis of the problem can proceed.

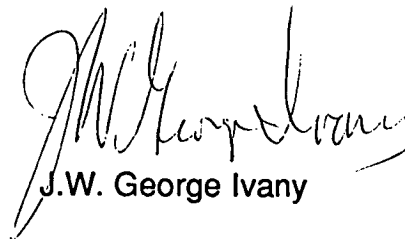
The full analysis must take more time than is available if we are to inform potential students, schools and parents of any possible changes to admissions in a timely manner. A careful study must consider special approaches to government for incremental resources (which have already begun). It would need to examine our scheduling, our pedagogy, our system of admission and registration, the effects of course, program and Faculty level enrolment caps. In effect, it must examine the very concept we hold of education at Simon Fraser.

In the meantime, we cannot sit still and do nothing about the immediate deterioration. While placing before government a request for special considerations we must prepare a contingency plan such that the situation can be brought under control if no relief resources can be found.

Therefore, we propose a plan to implement the authority and responsibility which is specified as follows in the SFU Calendar (p. 15). "The University reserves the right to limit enrolment when it deems the facilities and resources available are not adequate to provide for additional students." We suggest a mechanism which would enable curtailment of new student registration, based upon competency (as measured by high school, and/or college grades) to limit the overall undergraduate student numbers to an appropriate maximum based upon current resources plus any special incremental resources which can be made available in a useful manner.

Motion

"That the Registrar be empowered to limit the admission of new students by year level, based on their admission G.P.A.s, so that the number of students registered does not exceed a defined limit: that limit shall be based on an analysis of resources, including any potential additional funding."



J.W. George Ivany

att. (3)

SUMMARY OF UNDERGRADUATE HEADCOUNT ENROLLMENTS
IN FALL SEMESTERS AT SIMON FRASER UNIVERSITY

SEMESTER	NEW UNDERGRADUATE STUDENTS	% INCR.	CONTINUING UNDERGRADUATE STUDENTS	% INCR.	ALL UNDERGRADUATE STUDENTS	% INCR.
81-3	2,747		7,353		10,100	
82-3	2,847	3.6%	7,886	7.2%	10,733	6.3%
83-3	2,814	-1.2%	8,369	6.1%	11,183	4.2%
84-3	2,899	3.0%	8,299	-0.8%	11,198	0.1%
85-3	2,814	-2.9%	8,397	1.2%	11,211	0.1%
86-3	2,986	6.1%	8,425	0.3%	11,411	1.8%
87-3	3,365	12.7%	9,039	7.3%	12,404	8.7%

MEMORANDUM

As amended at Senate, December 6, 1982

To.....Senate.....
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Subject.....President's Committee on
Enrolment Limitation

From.....J.M. Munro.....
.....Vice-President, Academic.....
Date.....November 23, 1982.....

Action taken by the Senate Committee on Academic planning at its meeting of September 22, 1982 and the Senate Undergraduate Admission Board at its meeting of October 21, 1982 gives rise to the following motion.

MOTION

That Senate approve and recommend approval to the Board of Governors the following recommendations concerning limitation of enrolment.

A. General

1. That any policies for limiting enrolment shall be based primarily on academic achievement and potential.
2. That any regulations involving University or department enrolment limitations shall be conveyed to students as early as possible. Since unforeseen circumstances may require special actions to control enrolments, a statement advising of this possibility shall be included in the University calendar.
3. That no action be taken on the specific recommendations regarding overall University enrolment limitation until
 - a) there has been discussion with the other two universities and other educational institutions;
 - b) the new UCBC grant allocation mechanism has been established.

B. University Enrolment

1. That, until additional space is made available and until the University's operating grant support reflects actual increases in the costs of operating the University, the undergraduate head count enrolment in the Fall semester shall be limited to 11,000 students. The determination of head count enrolment for this purpose shall exclude enrolment in the Directed Independent Study Course program and other programs funded through the Interior budget.

To implement this overall limitation, the following specific limitation measures shall be employed, in the order indicated.

- a) Reconsideration of the international student quota to ensure that this group of students bears an appropriate proportion of the reduction in total enrolment and that there is consistency between the standards applied to this group and other admission categories.
- b) The high school grade point average required to enter the University directly from B.C. high schools continue at 2.50 for all students, but with modification of the present review process for applicants below this level.
- c) The regulations governing the academic standing required for continuance as a student be made more stringent. The changes should concentrate on reducing the period of time in which students with deficient GPAs may continue as students and on removing the authority of the Senate Appeals Board to re-admit students who are on "required to withdraw" or "permanent withdrawal" status except under extenuating circumstances.
(NOTE:- The Senate Undergraduate Admissions Board has given consideration to this matter and it is expected that specific recommendations will be brought forward to Senate shortly. It is intended that action in this area be undertaken as soon as possible because of academic standards, without reference to the enrolment limitation processes. The recommendations at present are at SCUS).
- d) The admission of students under the mature student category be adjusted with more stringent conditions for continuance.
(NOTE:- The Senate Undergraduate Admissions Board has given consideration to this topic and it is expected that specific recommendations will come forward from that body to Senate shortly. The recommendations at present are at SCUS).

- e) The cumulative grade point average normally required for admission of students transferring from colleges and universities be set at 2.25 for Canadian institutions. The equivalent requirement for non-Canadian institutions shall be increased to 2.65.
 - f) Limitation of enrolment beyond the levels achieved through a), b), c), and d), be accomplished by increasing the required level of academic achievement in some or all of the above areas.
2. That, since part-time students constitute an increasing proportion of total undergraduate enrolment, a separate study be made to assess the implications of this trend on operating and capital costs and the character of the University.

C. Departmental Enrolments

1. That enrolment limitations for individual departments be considered when one of the following conditions prevails:
- a) enrolment growth exceeds the department's ability to respond because of physical space constraints, the inability of the University to allocate more operating resources to the department, or the inability of the department to attract sufficient qualified faculty;
 - b) undergraduate enrolment in the department constitutes an excessive proportion of the University's total undergraduate enrolment;
 - c) it is determined that the best interests of the department and the University in maintaining academic quality require that enrolment be limited.
2. That policies for limiting departmental enrolments be uniform across the University, recognizing that unique situations may require special attention.
3. That the policy for limiting departmental enrolments take the following form:
- a) determination by the department, in conjunction with the Faculty Dean, of the number of students which it can accommodate in its honors, major, minor and other programs.
 - b) establishment of a minimum cumulative G.P.A. for acceptance into departmental programs. The cumulative G.P.A. will be set at a level which is expected to enrol the number of students determined in a);
 - c) to remain in a department's program, the student shall be expected to maintain a cumulative G.P.A. at a level to be determined at the time that the enrolment limitation policy is established;

- d) students who are not accepted into departmental programs but who wish to take upper division courses in the department, shall be governed by the cumulative G.P.A. required at the time they wish to register in these courses.

Approval by Senate and Board of Governors would be required in each case.

D. Scheduling and Flexibility

That the recommendations of the Senate Committee on University Budget in its report "Enrolment Growth: The Effect on Instructional Facilities", relating to the feasibility of assigning courses to individual rooms after the completion of in-person registration, spreading of courses more evenly across the five-day week, more effective scheduling of evening courses, and more efficient use of large lecture theatres be considered for implementation.

E. Future Review

That the Senate Committee on Academic Planning be given responsibility for monitoring the impact of enrolment limitation measures and recommending appropriate changes to Senate for its consideration.

RATIONALE

The report of the President's Committee on Enrolment Limitation is attached for information, and provides rationale for the proposed motion. The report and its recommendations were considered by the Senate Committee on Academic Planning and, in addition, section C of those recommendations, dealing with university enrolment, has received consideration by the Senate Undergraduate Admissions Board, with specific recommendations from that Board expected to come forward shortly to Senate. The motion now proposed for Senate consideration is based on the actions of the two Senate committees.


J.M. Munro

Memorandum
from the
Vice-President, Academic
Simon Fraser University

To: Task Force on University Size

From: J.W. George Ivany

Subject: Mandate

Date: 89-10-6

As I see it we have three sets of objectives to achieve.

1. Description of the problem and definition of possible crisis responses.

We shall analyse and discuss data and anecdotes related to the perceived problems of student overload. This will involve data relating to student counts, faculty-student ratios, ratios of sessional to regular faculty and our "turnaway" rate. Other important data related to support services will be scrutinized. The data will be compared across programs, Departments and Faculties and across recent years.

Such "quick-fix" ideas as may suggest themselves may become one-time, emergency band-aids to be imposed by administrative action or may involve longer term changes. We should consider enrolment caps on courses and programs, admission standards, continuance standards, etc. We should consider administrative support levels as well as faculty complement needs.

Deadline: December 31, 1987.

2. Analysis of current capacity.

We shall attempt to define the current, optimum capacity of the University given present resource levels in order that the quality of our instructional and research programs be preserved. We must examine certain of our beliefs about Simon Fraser, e.g., the accessibility mandate, or the tutorial concept, to name just two. This should be done across the entire spectrum of our

curriculum. The result should be a statement of preferred total size, a profile of student distributions afforded among Departments and Faculties, recommendations with respect to the historic proportions of graduate to undergraduate students, part-time to full-time students and high school entrants to college transfers or mature entrants. In dealing fully with these issues we shall have to consider admissions standards and policies, curriculum and pedagogy, space and scheduling across the day, the week and the year.

Our target is a set of recommendations which will stimulate a full Senate debate on these important issues of capacity, resources and quality.

Deadline: April 30, 1988.

3. A Proposal for government incremental support for growth at Simon Fraser University.

Using the data and analyses from 2 above and considering both our historic niche in the University system of British Columbia and the demographics of our catchment region we wish to table a concrete proposal for incremental growth for the consideration of our Ministry.

Deadline: April 30, 1988.


J.W. George Ivany