

S.88-37

# SIMON FRASER UNIVERSITY

## MEMORANDUM

**To:** Senate

**From:** Senate Committee on  
Academic Planning

**Subject:** Enrolment limitation

**Date:** October 11, 1988

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Action taken by the Senate Committee on Academic Planning at its meeting of October 5, 1988 gives rise to the following motion:

MOTION:

"That Senate approve and recommend approval to the Board of Governors, as set forth in S.88-37 that the Registrar set targets of 950 new undergraduate registrants for 1989-1 and 600 for 1989-2. Any resulting reductions will be accomplished following the methodology employed in September, 1988."

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

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To: SCAP, Senate

From: J.W. George Ivany,  
Chair, Task Force on Univ. Size,  
Vice-President, Academic

Re: Enrolment Limitation

Date: October 4, 1988

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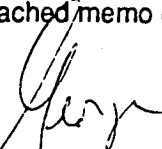
Senate will recall that decisions were taken earlier in the year to set a target for enrolment limitation for this September. These decisions, outlined in the two attached memos (Ivany to Saywell, April 21, 1988 and Ivany to Senate, May 26, 1988), set an upper limit of 3,000 new students for this fall's intake. Projections made by Walter Wattamaniuk of Analytical Studies were very successful in achieving this objective while maintaining the ongoing mix of students which we had experienced in recent years. As a result, we made acceptance offers to 6500 students from approximately 11,000 students. This excluded about 800 students who otherwise would have met normal admission criteria. From this pool of 6,500, we received confirmation of intention to register from 3800 new students. By the end of the course change period, we had actually admitted 2866 new students.

These data suggest both the difficulty involved in making predictions, and the accuracy which our modelling worked in the face of such problems. These data are summarized in Table 1, attached.

Following from this experience I would now suggest actions for the 89-1 and 89-2 trimesters which parallel the September decisions. This would enable intakes of 950 students in January and 600 in May using the same GPA cutoffs that were used this fall. The results of all of these actions creates an annual intake for this year of 4,390 new students, which is 14.5% fewer than last year. For your information, if these actions were continued into the future, our headcount population would rise to 12,800 which is about 100 more than registered this fall. The projections underlying the recommendations for January and May, 1989 are modelled in Table 2.

I propose the following motion:

"that the registrar set targets of 950 new undergraduate admissions for 89-1 and 600 for 89-2. Any resulting reductions will be accomplished following the methodology employed in September, 1988 (described in the attached memo of April 21, 1988)."

  
J.W. George Ivany

cc. W.G. Saywell

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

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To: Dr. W.G. Saywell, President

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

Re:

Date: April 21, 1988

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Your budget model for the 1988-89 fiscal year projected a need for a reduction of the fall 1988 admissions to 3000 new students. As you know, Senate has already approved the use of Grade Point Averages to effect such a reduction. In order to effect this decision the Task Force recommends the following procedures:

1. Appropriate people, (new applicants, school and college personnel), should be notified as soon as possible of the consequences of this decision on admission procedures.

For the purposes of the registration process these procedures will have to be implemented starting on about April 15th, 1988. Information should be sent out as soon as possible.

2. The proposed cuts should be applied to the different new student categories in such a manner that the current, evolving proportions within the total mix of the student population shall be maintained.

While some might argue that restrictions in opportunity should be applied differentially to effect changes in Simon Fraser's student population, we would maintain that that decision is part of the larger debate which will follow the final report of the Task Force. For the moment, we wish only to efficiently control the fall intake rather than to join the larger debate prematurely. By adopting this principle we are maintaining our historic role as an "accessible" institution, being restricted only by a lack of resources which shall impact all categories of students equitably, excepting for recommendation 3, following.

3. That the conditions for readmission of failed students be more stringently applied.

The underlying notion here is that restrictions should not deny new, qualified applicants a place which would otherwise be filled by students who, having had a chance at Simon Fraser, are unable to demonstrate catch-up or remedial progress subsequent to the time of their involuntary withdrawal.

J.W. George Ivany

cc. R. Heath

S.88-28  
As amended by  
Senate 6/6/88

# SIMON FRASER UNIVERSITY

## MEMORANDUM

TO: Senate

FROM: J.W. George Ivany  
Chair, Task Force  
on University Size

SUBJECT: Enrolment Limits:  
September 1988

DATE: May 26, 1988

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The Board of Governors has approved the limit of 3,000 new admissions for the fall term based upon resources available now that our overall budget is known. Attached you will find four memos which were tabled for the Board's information and which summarize the activity of the Task Force on University Size. The final memo, dated April 21, 1988 from the Task Force on University Size to the President was tabled at the last Senate meeting for information. It would now be appropriate for Senate to approve the following motion:

"that the Registrar set a target of 3,000 new  
undergraduate admissions for 88-3. Any resulting reductions will  
be accomplished as described in the memo of April  
21, 1988, referred to above.

TABLE 1

SIMON FRASER UNIVERSITY....INTAKE OF NEW STUDENTS  
DISTRIBUTION OF NEW STUDENTS BY ADMISSION CATEGORY

|                       | 85-3  | 86-1 | 86-2 | 1985/86 | % OF<br>TOTAL | 86-3  | 87-1  | 87-2 | 1986/87 | % OF<br>TOTAL |
|-----------------------|-------|------|------|---------|---------------|-------|-------|------|---------|---------------|
| B.C. GRADE 12         | 955   | 121  | 48   | 1,124   | 26.4%         | 1,082 | 147   | 51   | 1,280   | 27.2%         |
| COLLEGE TRANSFER      | 667   | 261  | 143  | 1,071   | 25.2%         | 770   | 309   | 174  | 1,253   | 26.7%         |
| UNIVERSITY TRANSFER   | 184   | 77   | 48   | 309     | 7.3%          | 191   | 87    | 49   | 327     | 7.0%          |
| HIGH SCHOOL, NON B.C. | 92    | 25   | 12   | 129     | 3.0%          | 117   | 34    | 19   | 170     | 3.6%          |
| TECHNICAL PROGRAM     | 76    | 12   | 12   | 100     | 2.4%          | 53    | 55    | 31   | 139     | 3.0%          |
| MATURE                | 320   | 165  | 94   | 579     | 13.6%         | 293   | 199   | 112  | 604     | 12.9%         |
| OTHER                 | 491   | 211  | 239  | 941     | 22.1%         | 480   | 230   | 214  | 924     | 19.7%         |
| TOTAL                 | 2,785 | 872  | 596  | 4,253   | 100.0%        | 2,986 | 1,061 | 650  | 4,697   | 100.0%        |

|                       | 87-3  | 88-1  | 88-2 | 1987/88 | % OF<br>TOTAL | 88-3  | 89-1 | 89-2 | 1988/89 | % OF<br>TOTAL |
|-----------------------|-------|-------|------|---------|---------------|-------|------|------|---------|---------------|
| B.C. GRADE 12         | 1,282 | 142   | 49   | 1,473   | 28.7%         | 1232  | 100  | 50   | 1,382   | 31.5%         |
| COLLEGE TRANSFER      | 927   | 398   | 312  | 1,637   | 31.9%         | 739   | 350  | 175  | 1,264   | 28.8%         |
| UNIVERSITY TRANSFER   | 207   | 72    | 50   | 329     | 6.4%          | 221   | 70   | 50   | 341     | 7.8%          |
| HIGH SCHOOL, NON B.C. | 137   | 35    | 6    | 178     | 3.5%          | 103   | 25   | 10   | 138     | 3.1%          |
| TECHNICAL PROGRAM     | 87    | 20    | 19   | 126     | 2.5%          | 30    | 20   | 20   | 70      | 1.6%          |
| MATURE                | 217   | 115   | 78   | 410     | 8.0%          | 152   | 100  | 75   | 327     | 7.4%          |
| OTHER                 | 508   | 283   | 192  | 983     | 19.1%         | 363   | 285  | 220  | 868     | 19.8%         |
| TOTAL                 | 3,365 | 1,065 | 706  | 5,136   | 100.0%        | 2,840 | 950  | 600  | 4,390   | 100.0%        |

proposed target  
proposed target

PROPOSAL HIGHLIGHTS

- 1 Requires no change in standards from the Fall semester
- 2 Compliments liason efforts to attract good students
- 3 Leaves enough flexibility to continue to cater to special programs such as DISC, PEP, DNTN for spring and summer of 1989
- 4 Obeys the law of evolving proportions

SIMON FRASER UNIVERSITY  
ENROLLMENT LIMITATION TRACKING REPORT

AS OF SEPTEMBER 26, 1988 (END THIRD WEEK CLASSES)

*col only. INCREASE USE*

|                      | TARGET APPLICATIONS<br>RECEIVED | OFFERS<br>MADE | OFFERS<br>ACCEPTED | DENIED OR APPLICATIONS<br>EXPIRED ON HOLD | REGISTERED |
|----------------------|---------------------------------|----------------|--------------------|-------------------------------------------|------------|
| B.C. GRADE 12        | 1,200                           | 5,073          | 3,648              | 1,613                                     | 475        |
| B.C. COLLEGE         | 880                             | 1,558          | 1,118              | 190                                       | 209        |
| UNIVERSITY TRANSFER  | 178                             | 681            | 387                | 80                                        | 38         |
| HIGH SCHOOL NON B.C. | 134                             | 501            | 298                | 145                                       | 55         |
| TECHNICAL PROGRAMS   | 75                              | 125            | 73                 | 16                                        | 14         |
| MATURE               | N/A                             | 288            | 209                | 29                                        | 0          |
| OTHER                | N/A                             | 808            | 731                | 111                                       | 2          |
| MATURE/OTHER (TOT)   | 533                             | 1,096          | 940                | 140                                       | 2          |
| INCOMPLETE/UNPROC    |                                 | 1,860          |                    |                                           |            |
| TOTAL                | 3,000                           | 10,894         | 6,464              | 2,171                                     | 793        |
|                      |                                 |                | 3,797              |                                           | 2,866      |

|                      | APPLICATIONS<br>RECEIVED TO<br>OFFERS<br>MADE | OFFERS<br>MADE TO<br>OFFERS<br>ACCEPTED | OFFERS<br>ACCEPTED TO REGISTERED<br>REGISTERED TO TARGET | REGISTERED TO<br>APPLICATIONS<br>RECEIVED | REGISTERED TO<br>OFFERS<br>MADE |
|----------------------|-----------------------------------------------|-----------------------------------------|----------------------------------------------------------|-------------------------------------------|---------------------------------|
| B.C. GRADE 12        | 71.9%                                         | 49.6%                                   | 67.4%                                                    | 24.0%                                     | 33.4%                           |
| B.C. COLLEGE         | 71.8%                                         | 75.4%                                   | 85.9%                                                    | 46.5%                                     | 64.8%                           |
| UNIVERSITY TRANSFER  | 56.8%                                         | 67.4%                                   | 82.8%                                                    | 31.7%                                     | 55.8%                           |
| HIGH SCHOOL NON B.C. | 59.5%                                         | 48.7%                                   | 67.6%                                                    | 19.6%                                     | 32.9%                           |
| TECHNICAL PROGRAMS   | 58.4%                                         | 63.0%                                   | 38.7%                                                    | 23.2%                                     | 39.7%                           |
| MATURE               | 72.6%                                         | 81.3%                                   | N/A                                                      | 48.6%                                     | 67.0%                           |
| OTHER                | 90.5%                                         | 71.7%                                   | N/A                                                      | 54.5%                                     | 60.2%                           |
| MATURE/OTHER (TOT)   | 85.8%                                         | 73.8%                                   | 83.6%                                                    | 52.9%                                     | 61.7%                           |
| TOTAL                | 59.3%                                         | 58.7%                                   | 75.5%                                                    | 26.3%                                     | 44.3%                           |

"OFFERS MADE" are applicants who qualify under the increased requirements in effect for Fall 1988

"OFFERS ACCEPTED" are successful applicants who have returned a 'Registration Response' card.

"APPLICATIONS ON HOLD" are applicants who meet the minimum entrance requirements but not the increased requirements in effect for Fall 1988.

S.88-38  
Appendix

## SIMON FRASER UNIVERSITY

### Memorandum

**To:** Mr. W.R. Heath  
Secretary of Senate

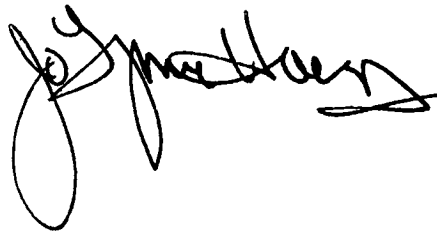
**From:** Jo Lynne Hoegg, Chair  
Senate Committee on  
Continuing Studies

**Re:** Editorial Changes to S.88-38

**Date:** November 8, 1988

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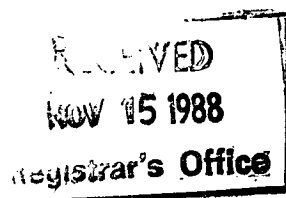
Please replace the first two pages of the Report on Credit-Free Activities section of the SCCS Annual Report with the attached. These pages have been altered to accurately include the Centre for Systems Science among units participating in the Faculty of Applied Sciences continuing studies programs, and to correct a couple of typographical errors.



JLH:sml

Attachment

cc: Dr. Nick Cercone



## **Senate Committee on Continuing Studies**

### **Report on Credit-Free Activities May 1, 1987 - April 30, 1988**

This report presents the range of credit-free lectures, conferences, symposia, seminars, media productions, professional development courses and other programs reported by Faculties, schools and departments of the University. As well, this report includes data on credit-free activities offered to faculty, students and staff by administrative units on campus. In all cases, the focus for credit-free activities at Simon Fraser University centres on organizing educational opportunities for adults whose career, professional or personal intellectual interests cannot be served by the regular credit program.

During the 1987-88 reporting period enrolments in the 523 credit-free activities listed totalled 20,949. In 1986-87 there were 393 activities with 17,186 enrolments.

Several credit-free activities undertaken by Faculties, departments, schools and other units deserve special mention. These activities are singled out either because they are new for this reporting year, have been awarded some special recognition, or have undergone particularly significant development.

The Writing and Publishing Program offered through SFU Downtown and overseen by a cross-faculty committee, has experienced dramatic growth in numbers and substance during the past year. The number of individual courses offered increased from 20 to 54 and the enrolments grew at the same rate, going from 328 in 1986-87 to 853 in 1987-88. These courses in business and professional writing along with workshops on publishing and communications have found a ready market, people seeking to develop their writing and communication skills and abilities.

An equally impressive growth has occurred in non-credit professional development programs offered through the Faculty of Applied Sciences. During 1987-88, there was a 100% increase in enrolments (200 to 406) and courses (10 to 22) in the Program of Continuing Studies in Advanced Systems and in Management Skills in Advanced Technology. Organized by faculty in Engineering Science, Computing Science, Centre for Systems Science, and Communication, in conjunction with Continuing Studies, and ranging in content from artificial intelligence to management skills, these programs attracted a highly professional audience of scientists, technicians, engineers and managers.

The Institute for the Humanities was actively engaged in credit-free activities during 1987-88, attracting over 1,000 participants to a series of lectures, symposia, workshops and conferences.

During the year an impressive group of scholars was brought to the Burnaby campus for public lectures, humanities courses were offered in the downtown community, and the first J.S. Woodsworth conference was held. Symposia on Isaac Newton and on Jean-Jacques Rousseau, directed primarily to SFU students, faculty and staff, were very successful and several events were co-sponsored by the Institute and groups at UBC. At the other end of the curricular spectrum, the inaugural seminar series of the Institute of Molecular Biology and Biochemistry attracted 1,975 people to nineteen seminars featuring prominent visiting scholars.

Several of SFU's credit-free programs were acknowledged with distinctive program awards by the Canadian Association for University Continuing Education (CAUCE) in 1987-88. These included the program in Critical Thought and Cultural Literacy (Institute for the Humanities); the Arts and Cultural Administration in Context program (Centre for the Arts); the Foundation Program in Occupational Health and Safety (School of Kinesiology); and the New Enterprise Program (Faculty of Business Administration and School of Engineering Science). Also of special note during the reporting year was the publication of *Tourism as a Generator for Regional Economic Development*, the proceedings of the 1987 First Annual Advanced Policy Forum on Tourism (Natural Resources Management Program and the Tourism Industry Association of B.C.).

There were several new and innovative developments in credit-free programming during the year. The Arts and Cultural Administration in Context program (a professional development program for cultural administrators) was offered first in Vancouver and then at Parksville on Vancouver Island, the latter version being specially designed to respond to the needs of arts and cultural organizations in non-metropolitan areas of B.C. This example of SFU's outreach into the community is paralleled in recent developments in Aquaculture programming. The Institute for Aquaculture Research has offered credit courses, organized a 7-session workshop and is currently working with the Centre for Distance Education in developing two non-credit distance education programs, one on salmonoid nutrition and the other on salmonoid disease.

Finally, the Office of Conference Services provided administrative and program development assistance to a number of faculty and academic units as well as off-campus groups who wished to utilize the SFU campus for their event. In particular, Conference Services worked closely with the Faculty of Education in its very successful and highly enrolled series of institutes and conferences offered during 1987-88. SFU-sponsored conferences almost doubled in numbers, from 10 in 1986-87 to 19 in 1987-88.