

SIMON FRASER UNIVERSITY

MEMORANDUM

To: Senate

From: R. Saunders
Chair, SCAP

Subject: Cariboo College/Simon Fraser
University Bachelor of Business
Studies Program

Date: May 18, 1989

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

MOTION:

"That Senate approve and recommend approval to the Board of Governors as set forth in S.89 - 24 the Cariboo College/Simon Fraser University Bachelor of Business Studies Degree Program."

Note: It is understood that the courses proposed in the program will be Cariboo College courses and in the event that students in the Program wish to transfer to SFU, such courses shall be normally treated as transfer courses from an external institution.

SIMON FRASER UNIVERSITY

MEMORANDUM

To: Senate Committee on Academic Planning
From: W. R. Heath
Secretary, SCUS
Subject: Cariboo College/SFU Bachelor of Business Studies Program
Date: May 10, 1989

SCUS recommends:

MOTION:

"That SCAP approve and recommend approval to Senate, the Cariboo College/Simon Fraser University Bachelor of Business Studies Degree Program."

MEMORANDUM
Faculty of Business Administration
SIMON FRASER UNIVERSITY

To: Ron Heath, Secretary
Senate Committee on Undergraduate Studies

From: Robert Rogow, Director Undergraduate Program
Faculty of Business Administration

Subject: Cariboo College / SFU Bachelor of Business Studies Program

Date: May 1, 1989

The Faculty of Business Administration Undergraduate Curriculum Committee on April 28th approved the two attached documents:

- (1) "CARIBOO COLLEGE / SIMON FRASER UNIVERSITY
Bachelor of Business Studies
Degree Program"
- (2) "OPERATING PRINCIPLES
BACHELOR OF BUSINESS STUDIES DEGREE PROGRAM
pursuant to the
Memorandum of Cooperation Between
SIMON FRASER UNIVERSITY and CARIBOO COLLEGE".

The Committee requested favourable action by the Senate Committee on Undergraduate Studies on the Cariboo College / SFU Bachelor of Business Studies degree program.

The first of these documents is submitted for S.C.U.S. action, the second for information purposes only.

Would you please put the question of approval of the degree program on the agenda of the next S.C.U.S. meeting?

Robert Rogow

APRIL 24, 1989

CARIBOO COLLEGE / SIMON FRASER UNIVERSITY

Bachelor of Business Studies
Degree Program

UNDERGRADUATE DEGREE PROGRAM IN BUSINESS

GENERAL

Cariboo College in association with Simon Fraser University offers a program leading to a Bachelor's Degree in Business Studies with concentrations in Human Resource Management and Marketing.

The College calendar in effect at the time the student is formally accepted into the Degree program establishes the degree requirements for the graduation of that student. This supplement to the Cariboo College Calendar establishes the degree requirements for students admitted to the program in the 1989-1990 academic year. All students should confirm with the Business Degree Program Advisor the details of the requirements.

Admission to the Bachelor of Business Studies program occurs at the 3rd year level. Students are expected to complete the general education and specific Lower Division requirements described below, during years 1 and 2 of their studies. Students may apply for admission to the degree program after completion of 45 credit hours.

First and Second year students who intend to apply for admission to the BBS program are required to have their registration form reviewed by the Business Degree Program Advisor prior to registration each semester. This review is intended to ensure students complete the necessary lower division course and CGPA requirements prior to applying for entry into the BBS degree program.

Students may transfer to Simon Fraser University at any time during their first or second year. However, once a student has been admitted to the BBS program, it is the expectation of both SFU and the College that the student will complete the degree at Cariboo College.

The general education requirements reflect the value the College places on a broadly based education in the Humanities, the Social Sciences, Mathematics and the Sciences. The specific Lower Division requirements prepare the student for more advanced Upper Division courses.

ADMISSION REQUIREMENTS

Please refer to the General Information section of the Cariboo College Calendar for the statement of admission policy at Cariboo College.

1. To be considered for admission to the Bachelor of Business Studies Degree program, students must have completed the following specific Lower Division requirements with at least a C grade.

B.C. Grade 12 or equivalent

Specific Lower Division Requirements continued:

SFU Equivalent

*MATH 100 (Precalculus) is required
if B.C. Algebra 12 or
equivalent has not been
completed with at least
a B grade.

MATH 100

any one of:

ECON 111, ECON 121, or ECON 213

ECON 100, ECON 101,
or ECON 150

MATH 140 and MATH 141

ECON 211 and ECON 221

COMM 221

(formerly COMM 121
and COMM 122)

MATH 157 and MATH 158
ECON 205 and ECON 200
BUS 251

*BBS 232

BUEC 232

*BBS 237 (students admitted in 1989-90
will take BBS 337 in place of
BBS 237)

BUS 237

any one of:

ENGL 111 or *PHIL 111

ENGL 101 or PHIL 110

NOTE: Students should note that any 300 or 400 level course permitted before 60 credit hours will count as fulfilling a requirement, but not as part of the 45 Upper Division credit hours required for the degree.

"*" Course equivalencies currently being articulated.

2. Students may apply for admission to the Bachelor of Business Studies program after the 45th credit hour and before the 60th credit hour. All applications will be evaluated by the Business Degree Program Coordinator. Students will be selected competitively on the basis of their cumulative grade point average (CGPA) and performance in the specifically required courses.
3. All applications for program entry should be filed with the Registrar.
Application dates:

May 1 to June 30

- for Fall Semester, 1989

Nov 1 to Dec 1

- for Winter Semester, 1990

The following documentation must be included with all applications:

- * Official transcripts of previous secondary and post-secondary educational record.
- * Proof of Citizenship, Landed Immigrant status if applicant not born in Canada, or valid student permit.

4. Students other than those accepted into the major program in Business Studies may take Upper Division business courses with the permission of the Faculty. That permission will be contingent upon:
 - a. space available after business majors have enrolled;
 - b. meeting of the same entrance cumulative GPA requirements that major students meet;
 - c. meeting the prerequisites for the individual course requested.
5. The minimum cumulative GPA required for admission to the Bachelor of Business Studies Degree Program may vary from year to year. It had not been set at the time this admission package was prepared. Contact the Business Degree Program Advisor for more information.
6. To remain in the Bachelor of Business Studies Program, a student will be required to maintain a cumulative GPA of 2.00.

UNDERGRADUATE DEGREE REQUIREMENTS

Summary

General

Minimum Credit Hours for the
B.B.S. Degree

120

Minimum Upper Division Credit
in all Disciplines

45

Minimum graduation CGPA

2.0

Minimum graduation GPA
(all Business courses)

2.0

Note: In order for a course to be accepted as fulfilling a prerequisite, or for a core course to be accepted in a student's program in Business Studies, a student must have obtained a grade of C or higher.

General Requirements

At least 120 semester hours of credit which include:

General Education Requirements:

The courses identified above as specific requirements for admission to the Bachelor of Business Studies Degree Program are counted toward completion of the following general education requirements (with the exception of BBS 232, BBS 237, BBS 333, COMM 221 and COMM 222).

- A. **Humanities -** A minimum of 12 semester credits in courses selected from at least two of the following disciplines:

English (excluding ENGL 110)
History
Modern Languages
Philosophy
Fine and Performing Arts

- B. **Social Sciences -** A minimum of 12 semester credits in courses selected from at least two of the following disciplines:

Economics
Education
Geography (excluding Physical
 Geography courses)
Political Studies
Psychology
Sociology and Anthropology
Gerontology

- C. **Science and Mathematics -**

A minimum of 6 semester credits in courses selected from the following disciplines:

Biochemistry
Biological Sciences
Chemistry
Computing Science
Mathematics
Physical Geography
Physics

- D. A minimum of 50 semester credits outside Business Studies. (Courses taken outside Business Studies as part of the General Education Requirements, ie. A, B and C above, may be counted toward this requirement).
- E. The specific Lower Division requirements for the major in Business Studies.
- F. A minimum of 45 semester credits in Upper Division courses including a minimum of 36 credits in Business Studies. Subject to departmental approval, up to 8 credit hours of program related Upper Division courses outside Business Studies may be designated as being acceptable in fulfilling part of this requirement.

LOWER DIVISION REQUIREMENTS

The following two Lower Division programs are designed to meet the needs of two different groups of students. The schedule of courses in Column A on the left will typically meet the needs of a student with a B or better in Algebra 12. The schedule in column B would be selected by a student who has not attained a B grade in Algebra 12. These are not the only schedules a student may choose. However, with careful attention given to the selection of electives, these schedules will allow a student to complete all the Lower Division requirements for admission to the BBS program.

A. Students with a B or better
in Algebra 12

B. Students with less than a B
in Algebra 12

FIRST YEAR

Fall Semester

MATH 140
*ENGL 110
ECON 111 or ECON 121
Elective
Elective

Winter Semester

MATH 141
ENGL 111 or PHIL 111
ECON 211 or ECON 221
Elective
Elective

Fall Semester

MATH 100
*ENGL 110
ECON 111 or ECON 121
Elective
Elective

Winter Semester

MATH 140
ENGL 111 or PHIL 111
ECON 211 or ECON 221
Elective
Elective

- * Students may enrol directly in ENGL 111 if they satisfy the following requirements: 80% or higher on the combined English 12 and Government exam (within the last 5 years), OR 38/60, or Level 5 on the composition section of the Language Proficiency Index (within the last 2 years). ENGL 110 may not be used to satisfy the General Education Requirements in the Humanities.

SECOND YEAR

Fall Semester

COMM 221
BBS 237
Elective
Elective
Elective

Fall Semester

COMM 221
MATH 141
Elective
Elective
Elective

Winter Semester

ECON 211 or ECON 221
BBS 232
Elective
Elective
Elective

Winter Semester

ECON 211 or 221
BBS 232
BBS 237
Elective
Elective

UPPER DIVISION REQUIREMENTS

Students will not be permitted to register in Upper Division Business Studies courses (numbered 300 and 400) during their first 60 semester credits without written permission of the Business Degree Program Advisor.

Normally, majors will be expected to include 45 Upper Division semester hours of credit in the last 60 semester hours of their degree program.

THIRD YEAR

SFU Equivalent

Fall Semester

BBS 333-3 Economics & Bus. Statistics II
BBS 328-3 Accounting for Management
BBS 343-3 Introduction to Marketing
ECON 304-3 Managerial Economics
BBS 372-3 Micro Perspectives on Organizations

BUEC 333-3
BUS 328-3
BUS 343-3
BUS 307-3
BUS 372-3

Winter Semester

BBS 312-4 Business Finance
BBS 336-4 Management Science
BBS 346-3 International Business
BBS 374-3 Macro Perspectives on Organizations
* Elective

BUS 312-4
BUS 336-4
BUS 346-3
BUS 374-3

In Fourth Year students take two core courses in each semester. In addition, they select an area of concentration in Marketing or Human Resource Management. The area of concentration determines the two elective courses to be taken in each semester of the fourth year as follows:

FOURTH YEAR

SFU Equivalent

Fall Semester

BBS 473-5 Operations Management
 BBS 477-4 Seminar in Small Business Admin
 * Elective
 * Elective

BUS 473-5
 BUS 477-4

Marketing Electives:

BBS 442-3 Introduction to Marketing Research
 BBS 344-3 Industrial Marketing

BUS 442-3
 BUS 344-3

Human Resource Management Electives:

BBS 487-3 Organizational Development and Change
 BBS 481-3 Human Resource Management I

BUS 487-3
 BUS 481-3

Winter Semester

BBS 478-3 Seminar in Administrative Policy
 BBS 393-3 Commercial Law
 * Elective
 * Elective

BUS 478-3
 BUS 393-3

Marketing Electives:

BBS 446-4 Marketing Strategy
 BBS 448-4 Promotion Management

BUS 446-4
 BUS 448-4

Human Resource Management Electives:

BBS 482-3 Human Resource Management 2
 BBS 384-3 Industrial Relations

BUS 482-3
 BUEC 384-3

NOTE: Students pursuing the Human Resource Management concentration may require one additional credit hour, beyond those specified, for degree completion.

BBS Program Policies:

1. Any course duplications (repeating a course) by a BBS student will require prior approval of the Business Degree Program Advisor. Normally, no more than 3 courses may be duplicated; and only one duplication of a single course will be allowed. The highest grade achieved in duplicated courses will be used for CGPA calculations, but the student's record will show the first attempt.
2. For students who have been admitted to the BBS program who subsequently want to enrol in accredited Upper Division courses offered at other university level institutions, credits for these courses may only be applied toward completion of the requirements of the BBS degree if prior written approval of the Business Degree Program Advisor has been granted.
3. No more than 15 credit hours of accredited Upper Division work completed at other university level institutions may be counted toward completion of the Upper Division requirements for the BBS degree.
4. At least 60 credit hours of the course work counted toward completion of the 120 credit hours required for the BBS degree must be completed at Cariboo College.

Bachelor of Business Studies
Cariboo College

COURSE DESCRIPTIONS

BBS 232-3 (3,1,0) Economic and Business Statistics I SFU:BUEC 232
An introduction to elementary statistical techniques with emphasis on their application to business and economics. Students will be required to carry out projects of individual interest. (Prerequisites: ECON 211 or ECON 221; MATH 140 and 30 credit hours.)

BBS 237-3 (3,1,0) Introduction to Computers and Information Systems in Business SFU:BUS 237
An introduction to computer based information systems and to their applications in business, including a discussion of issues involved in the use of information systems by management. The course will also provide hands on tutorial experience in the use of computers, with particular emphasis on business applications of microcomputers.

BBS 312-4 (3,1,0) Business Finance SFU:BUS 312
Role and function of financial managers, financial analysis, compound interest valuation and capital budgeting, management of current assets, introduction to financial instruments and institutions. (Prerequisites: COMM 221 ; BBS 328; 60 credit hours.)

BBS 328-3 (3,1,0) Accounting for Management SFU:BUS 328
This course is designed for students who are not completing a concentration in accounting to give them an adequate background in Management Accounting. (Prerequisite: COMM 221 ; 60 credit hours.)

BBS 333-3 (3,1,0) Economic and Business Statistics II SFU:BUEC 333
An introduction to more advanced statistical techniques including econometrics and operations research. Students will be required to apply the statistical techniques covered in the course to data they collect in analysing problems of individual interest. (Prerequisites: BBS 232; 60 credit hours.)

BBS 336-4 (3,1,0) Management Science SFU:BUS 336
The application of Management Science techniques to the analysis of marketing, finance, production, or organizational and administrative problems. (Prerequisites: BBS 232 and BBS 333; 60 credit hours.)

BBS 337-3 (3,1,0) Management Information Systems I SFU:BUS 337
This course is an introduction to the principles of the management, applications and economics of information systems. (Prerequisites: COMP 113; COMM 221 ; 60 credit hours.)

BBS 343-3 (3,1,0) Introduction to Marketing SFU:BUS 343
The environment of marketing: relation of social sciences to marketing; evaluation of marketing theory and research; assessment of demand, consumer behavior analysis; market institutions; method and mechanics of distribution in domestic, foreign and overseas markets: sales organization; advertising; new product development, printing and promotion; marketing programs. (Prerequisite: ECON 211 and ECON 221; 60 credit hours.)

BBS 344-3 (3,1,0) Industrial Marketing SFU:BUS 344
This course deals with the marketing of products and services to industrial and other non-consumer buyers. The student will be expected to apply previously acquired marketing skills to purchasing situations which arise between organizations, including resource based organizations. (Prerequisites: BBS 343; 60 credit hours.)

BBS 346-3 (3,1,0) International Business SFU:BUS 346
Study of the international environment and its impact on business behavior, cultural, social, economic and institutional factors; major functions of international business; export and import trade, foreign investment, production and marketing operations; theoretical principles, government policies, business practices. (Prerequisites: BBS 312; 60 credit hours.)

BBS 372-3 (3,1,0) Micro Perspectives on Organizations SFU:BUS 372
This course will examine models and concepts which are used to understand individuals and small groups in organizational settings. It explores issues of motivation, group and intergroup dynamics, leadership, communication, decision-making, organizational climate, and organizational effectiveness. (Prerequisites: 60 credit hours)

BBS 374-3 (3,1,0) Macro Perspectives on Organizations SFU:BUS 374
This course will examine theories of organization which use the organization as a basic unit of analysis. It will show how the structure and internal processes of an organization are linked to and partially determined by forces in the external environment of the organization. Contextual factors such as the technology and corporate strategy of the organization will also be examined. (Prerequisites: 60 credit hours.)

BBS 384-3 (3,1,0) Industrial Relations SFU:BUEC 384
Industrial relations systems, legal and other environmental settings for labour management relations, structure of bargaining and bargaining organizations, political supplements or alternatives to collective bargaining. (Prerequisites: ECON 211 and ECON 221; 60 credit hours.)

BBS 385-3 (3,1,0) Collective Bargaining SFU:BUEC 385
This course covers the certification process, the collective agreement negotiation process and the work stoppage: analytics, experience, legal and market constraints. Contents of the collective agreement. Administration of the collective agreement. Roles of third parties in collective bargaining. (Prerequisites: ECON 211 and ECON 221; 60 credit hours.)

BBS 393-3 (3,1,0) Commercial Law SFU:BUS 393
This course will cover the common law, equity, and statute law; contracts, agency, and negotiable instruments: partnership and corporation law; international commercial law. (Prerequisite: 60 credit hours.)

BBS 442-3 (3,1,0) Introduction to Marketing Research SFU:BUS 442
A course in the management of marketing research. The basics of the design, conduct and analysis of marketing research studies. (Prerequisites: BBS 343, BBS 232 and BBS 333; 60 credit hours.)

BBS 446-4 (2,2,0) Marketing Strategy SFU:BUS 446
Marketing strategy focuses on the analysis of market problems and opportunities, and the development of appropriate strategies. Topics include analytical techniques, strategic planning methods and managerial problems of planning. Case analysis and problem solving will be the major orientation of the course. (Seminar) (Prerequisites: BBS 312 and BBS 343; 60 credit hours.)

BBS 448-4 (3,1,0) Promotion Management SFU:BUS 448
This course provides an integrative approach to the study of promotion including advertising publicity, personal selling and sales promotion; evaluation of the role promotion has in marketing and the economy; formulation and analysis of promotional goals, planning, organizing and controlling; utilization of market research studies; forecasting, budgeting, media selection; promotion institutions. (Prerequisites: BBS 343 and BBS 232; 60 credit hours.)

BBS 473-5 (3,1,1) Operations Management SFU:BUS 473
This course covers the management of operating systems including allocation and scheduling of resources; control of costs, inventories, quality, and manpower; design of operating systems including location, layout and manpower; establishment of work methods and standards. (Prerequisites: BBS 232 and BBS 336; 60 credit hours.)

BBS 477-4 (2,2,0) Seminar in Small Business Administration SFU:BUS 477

Although the emphasis in this course may vary, topics will include the nature and role of small business in the Canadian economy; career comparisons in small and large businesses; evaluation of new ventures; small business organization, capitalization, planning, marketing and financial management. (Seminar) (Prerequisites: BBS 312 and BBS 343; Students must be BBS majors with 90 credit hours.)

BBS 478-3 (0,3,0) Seminar in Administrative Policy SFU:BUS 478
This seminar provides an integration of the various areas of business for the purpose of analysing and recommending strategies for planning and decision making within the firm. (Seminar) (Prerequisite: 90 credit hours and all courses required in the Third Year.)

BBS 481-3 (3,1,0) Human Resource Management I SFU:BUS 481
This course covers the development of specific manpower objectives from an analysis of organizational goals and strategy. An analysis of procedures and skills which are used to translate objectives into staffing decisions such as employee selection and placement. (Prerequisites: BBS 372 and BBS 232; 60 credit hours.)

BBS 482-3 (3,1,0) Human Resource Management II SFU:BUS 482
This course focuses on the design and administration of reward systems and employee development programs. How these systems and programs are affected by internal and external factors such as organizational goals, corporate strategy, technology, labour markets, and government regulations will be covered in the course. (Prerequisites: BBS 372; 60 credit hours.)

BBS 487-3 (3,1,0) Organizational Development and Change SFU:BUS 487
This course examines the underlying concepts, principles and assumptions of organizational development. Throughout the course, organizations are viewed as systems composed of subsystems in dynamic interaction. (Seminar) (Prerequisites: 75 credit hours.)

BBS 492-3 (0,3,0) Selected Topics in Business Administration SFU:BUS 492

The subject matter will vary from semester to semester depending upon the interests of faculty and students. (Seminar) (Prerequisites: Permission of the Faculty: 75 credit hours.)

ECON 304-3 (3,1,0) Managerial Economics SFU:BUS 307
This course places emphasis on the relevance of economic models to business decision making and, in particular, on the rational analysis of choice alternatives within the firm. Topics will include consideration of optimizing techniques and analysis of risk, demand, production and profit; long term investment decisions; and business forecasting. (Prerequisites: ECON 211 and ECON 221; 60 credit hours)

April 24, 1989

SIMON FRASER UNIVERSITY

FACULTY OF BUSINESS ADMINISTRATION



BURNABY, BRITISH COLUMBIA V5A 1S6
Telephone: (604) 291-3708

OPERATING PRINCIPLES

BACHELOR OF BUSINESS STUDIES DEGREE PROGRAM

pursuant to the

Memorandum of Cooperation Between

SIMON FRASER UNIVERSITY and CARIBOO COLLEGE

A. Recruitment and Selection of College Faculty Teaching Upper Division Courses

1. Cariboo College will prepare short lists for instructional positions. SFU will screen the resumes of short-listed candidates and indicate which candidates should be interviewed.
2. SFU will appoint one or more Faculty members to participate in the selection process: reviewing resumes of short-listed candidates, selection of candidates to be interviewed, interviewing candidates, selection of topic(s) on which candidates will be required to give a presentation following the interview, etc.
3. SFU will have final approval on the assignment of Faculty (both current Faculty and new hires) to teach BBS courses.

B. Quality Assurance: Instructional Performance; Curriculum and Grading Standards

1. For each course in the BBS degree program SFU will provide Cariboo College with copies of current course outlines and samples of cases, assignments, midterms and final exams.
2. Cariboo College will provide SFU with copies of current course outlines and samples of cases, assignments, midterms and final exams for each BBS course.
3. Cariboo College will provide SFU with a copy of the final course grade list and grade distribution report for each BBS course section each semester.

4. Faculty teaching BBS courses will submit final course grade lists and grade distribution reports to the Director of the Business, Computing and Mathematics Division or his designate within 72 hours following the Final Examination. A copy of the final course grade list will be forwarded to the Cariboo College Registrar. Copies of the final course grade list and grade distribution report will be forwarded to the Director of the Undergraduate Program in Business Administration at SFU. Students may be informed of final course marks by their instructor only after final grade lists have been reviewed by the Division Director or his designate. Any posting of grades will be identified as "unofficial". Official grades are received from the Registrar.
5. To ensure consistency in grading standards, a joint committee will be struck at the initiative of either the Dean of the Faculty of Business Administration at SFU or the Director of the Business, Computing and Mathematics Division of Cariboo College. The committee shall have the authority to review students' final examinations, term papers and such other materials deemed necessary to ensure that the curriculum and grading standards in the BBS program are comparable to those in the corresponding courses at SFU.
6. Cariboo College will provide Faculty teaching in the BBS program the opportunity for articulation and course development time with their counterparts at SFU. This will include the equivalent of at least 3 one day visits to SFU per FTE faculty teaching in the program per year. This provision includes part time faculty teaching Upper Division courses, on a pro rata basis.
7. SFU will provide for area coordinators or their designates to periodically visit Cariboo College. These visits will be for the following purposes:
 - a. Review course content.
 - b. Meet with instructors to discuss courses and the program
 - c. Review grading procedures and standards.
 - d. Give guest lectures and lead seminars where this can be coordinated.
 - e. Check the extent of library holdings and software availability in the curriculum area(s) for which the Coordinator is responsible. Make recommendations for new acquisitions.
 - f. Provide feedback to Cariboo instructors and the Director of Business, Computing and Mathematics with respect to appropriate scholarly work and professional activities to support and maintain the currency of BBS faculty.

8. Student evaluations will be conducted in all BBS Upper Division course sections each semester. SFU will be provided with copies of these evaluation reports.

C. Program Administration and Monitoring

1. SFU will provide the assistance of the Director and the Coordinator of the Undergraduate Program in Business Administration in implementing the BBS program at Cariboo College.
2. SFU will provide for the Dean of the Faculty of Business Administration and the Director of the Undergraduate Program in Business Administration to periodically visit Cariboo College. These visits will be for the following purposes:
 - a. Meet with Cariboo College administrators and BBS faculty.
 - b. Review program administration including
 1. Admission procedures
 2. Student advising and monitoring procedures
 3. Grading standards and reporting procedures
 4. Faculty evaluation
 5. Course and curriculum approval
 - c. Give guest lectures or lead seminars where this can be coordinated.
 - d. Make recommendations SFU would like to see implemented in the BBS program.
3. Cariboo College will implement a procedure to identify first and second year students who intend to apply for admission to the BBS program.
4. Cariboo College will implement a procedure to ensure BBS intended students in first and second year have their course selections reviewed by the Business Degree Program Advisor before they register each semester.
5. If any individual student, because of special circumstances, is to have any of the written BBS requirements waived or modified, written approval of the Director of the Undergraduate Program in Business Administration at SFU will be required.

for Faculty of Business
Administration, Simon Fraser
University

for Cariboo College

SIMON FRASER UNIVERSITY MEMORANDUM

Office of the Dean of Arts

To: Ross Saunders
Associate Vice-President, Academic

From: Ellen Gee
Associate Dean of Arts

Re: SFU/Cariboo Bachelor of Business Studies Degree

Date: 12 May, 1989

The proposal for the SFU/Cariboo BSS degree has come to the attention of FACC, as three Faculty of Arts courses (BUEC) are contained within it. While it is not the intention of FACC to, in any way, block approval of this proposed degree, nor would such an attempt be appropriate, our discussion at an FACC meeting of 11 May has resulted in a series of questions that we collectively feel is important to raise. We request that these questions be attached to the BBS proposal when it is considered by SCAP and Senate. Our questions are as follows:

1. What is the status of SFU with regards to this degree? We were under the impression that this would be an SFU degree (similar to the way that UBC programmes at Cariboo will be UBC degrees). However, we are informed that the BBS degree will not "really" be an SFU degree. If it is not, then what is it?

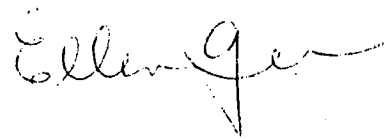
Our other questions follow from this ambiguous situation.

2. Are the Cariboo courses deemed to be equivalent to SFU (Burnaby) courses? The broader question here is: are we embarking on an SFU degree programme that implies (however implicitly) a lesser degree than an SFU (Burnaby) degree? Are we accepting and negating equivalency at the same time?

3. If this is an SFU degree, then we assume that for any student who switches from the Cariboo location to SFU (Burnaby), courses taken at Cariboo will be counted as equivalent (i.e., not transfer) courses. Is this correct? (We recognize that it the intention of the BSS programme that students, in most cases, will remain at Cariboo for degree completion; however, we feel we should have "rules" in place for the few students who will surely end up here).

4. Will BBS courses be counted towards SFU (Burnaby) breadth requirements for any students who might come here for degree completion? As it stands now, there is no provision for BBS courses in our list of breadth requirements.

5. In the case of a hypothetical student who does a good portion of his/her upper division work in Cariboo and then transfers to SFU (Burnaby) to an Arts (e.g. Economics) degree programme, will the upper division work done at Cariboo count towards the Faculty of Arts requirement of 45 upper division semester hours?

A handwritten signature in cursive script, appearing to read "Ellen G.", with a long horizontal flourish extending to the right.

cc. Bob Rogow, Business Administration