Simon Fraser University Archives and Records Management Department

Finding Aid - Department of Languages, Literature and Linguistics fonds (F-13)

Department of Languages, Literature and Linguistics fonds

Table of contents

Department of Languages, Literature and Linguistics fonds

Summary information

Repository:	Simon Fraser University Archives and Records Management Department
Title:	Department of Languages, Literature and Linguistics fonds
Reference code:	F-13
Date:	1964 - 1988 (date of creation)
Physical description:	2.25 m of textual records
Dates of creation, revision and deletion:	Finding aid prepared by Bruce Schinkelwitz, Ian Forsyth, Enid Britt, Kadimola Lomamba, Judith Thiessen (October 1997).Revised by Frances Fournier, Enid Britt (May 2004).

Administrative history / Biographical sketch

Note

The Department of Languages, Literatures and Linguistics was established by the Board of Governors in 1965 under the name of the Department of Modern Languages. The Department was responsible, through its Head, for the promotion of research and the development and delivery of programs in the discipline of languages and linguistics. Initially, the Department offered a B.A. program in four language divisions— French, German, Russian, and Spanish— or in linguistics. In 1966, a M.A. in Linguistics was introduced, followed in 1967 by a Ph.D. program. The curricula developed and expanded steadily and by 1970, language courses consisted of three sections: the language itself, linguistics, and literature. While the French and Spanish programs expanded, the German and Russian divisions had smaller enrollments and faculty allocations were reduced. In 1974, an M.A. (Teaching French) program was added and in 1980 the French Language Training Centre was opened. In 1978, the Department was renamed Languages, Literatures and Linguistics, and in 1989 it was disbanded. Upon its dissolution, the Department was replaced by the Departments of French, Linguistics, and Spanish and Latin American Studies. All other language instruction, including Chinese, Hindi, Italian, Latin, and Swahili, was moved to the Division of Interdisciplinary Studies in the Faculty of Arts.

The Department was initially organized administratively into a Chair, four sub-departments or divisions (French, German, Russian, and Spanish), and a number of standing committees. The Chair was the chief administrative officer, whose responsibilities included the management of the operational budget; faculty tenure, promotion and salary recommendations; teaching assignments; and representation of the Department to external bodies. While the Chair had overall responsibility to the Department and the Dean of Arts for the efficient operation of the Department, most decisions were made at the committee level with major issues referred to departmental meetings. The Departmental Assistant was responsible for much of the day-to-day administration of the Department, which included the management of the departmental budget, the scheduling of courses, the provision of liaison with administrative offices, and advising students.

The number and composition of departmental committees varied over time. In 1966, there were eleven committees, including the Departmental Advisory, Scholarship, Library, Graduate Studies, Curriculum, Journal, Promotions, Projects, Amerindian, Teaching Experiments and Textbook, and Laboratory committees. There were also departmental meetings under the name of the Plenary committee. By 1969, the number of committees had been reduced to four, including the Committee of Chairmen, Graduate Studies, Tenure, and Salaries. The number of divisions within the Department had also expanded to five to include Linguistics, and each of these bodies conducted its own meetings under the leadership of a director who reported to the departmental chair. At the time of an external review in 1975, the significant change to the committees structure was the addition of a Committee of Chairmen -- consisting of the Department Chair, the Departmental Assistant, the five divisional directors, and the chair of the Graduate Studies committee -- and Tenure, Promotion, and Salaries committees. Throughout its history, the Department formed ad hoc committees when required.

Scope and content

The fonds of the Department of Languages, Literatures and Linguistics consists of records created and received in the course of the administration of the department and the carrying out of its functions of providing instruction and promoting research. The activities documented include policy and procedures development; the planning, initiation and administration of curriculum and programs; departmental and faculty meetings; faculty salary, appointment, promotion and tenure deliberations; departmental reviews; and the publication of journals and reports. The types of documents include meeting agenda, annual reports, correspondence, course outlines and examinations, faculty files, memoranda, minutes of meetings, and reports.

Notes

Title notes

•   **Source of title proper**: Title of the fonds is based on the name of its creator.

Immediate source of acquisition

The records were transferred in a number of accessions from the Department beginning in the early 1980s.

Arrangement

The titles and arrangement of series were provided by the archivist.

Restrictions on access

Some access restrictions apply in accordance with Freedom of Information and Protection of Privacy legislation. Consult the appropriate series level description and the archivist.

Finding aids

File lists are available.

Related material

Consult the records of the Departments of French, Humanities, and Linguistics, as well as the Programs in Latin American Studies and Spanish. Also consult the inventory of the Faculty of Arts fonds, F-2.

Accruals

All accessions have been processed as of May 2004. No further accruals are expected.

Other notes

- **Publication status**: published
- **Level of detail**: Full
- **Status description**: Revised

Access points

- Bouton, Charles P. (subject)
- Harden, Evelyn (subject)
- Lincoln, Neville J. (subject)
- Bird, Genevieve C. (subject)
- Bursill-Hall, Geoffrey L. (subject)

Series descriptions

Series F-13-1: Programs and committees

Date: 1965 - 1986 (date of creation)

Scope and content:

Series consists of records relating to committees and the different programs offered by the Department. It includes meeting agenda and minutes, correspondence, memoranda, and reports.

Physical description: 57 cm of textual records

Publication status:

published

Subseries F-13-1-1: French division

Date: 1969 - 1980 (date of creation)

Physical description: 4 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-1-0-1	File - French division meetings	1969 - 1972	Pending review	13-1
F-13-1-1-0-2	File - French division meetings	1973 - 1974	Pending review	13-1
F-13-1-1-0-3	File - French division meetings	1975 - 1977	Pending review	13-1
F-13-1-1-0-4	File - French division meetings	1978 - 1980	Pending review	13-1

Subseries F-13-1-2: German division

Date: 1969 - 1986 (date of creation)

Physical description: 4 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-2-0-1	File - German division meetings	1969 - 1976	Pending review	13-1
F-13-1-2-0-2	File - German division meetings	1980	Pending review	13-1
F-13-1-2-0-3	File - German search committee	1976 - 1977	Pending review	13-1
F-13-1-2-0-4	File - Publications -Simplicissimus	1983 - 1986	Open	13-1

Subseries F-13-1-3: Russian division

Date: 1969 - 1978 (date of creation)

Physical description: 1 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-3-0-1	File - Russian division meetings	1969 - 1978	Pending review	13-1

Subseries F-13-1-4: Spanish division

Date: 1969 - 1979 (date of creation)

Physical description: 3 cm of textual records

Publication status:

  published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-4-0-1	File - Spanish division meetings	1969 - 1971	Pending review	13-1
F-13-1-4-0-2	File - Spanish division meetings	1972 - 1977	Pending review	13-1
F-13-1-4-0-3	File - Spanish division meetings	1978 - 1979	Pending review	13-2

Subseries F-13-1-5: Linguistics division

Date: 1969 - 1980 (date of creation)

Physical description: 3 cm of textual records

Publication status:

  published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-5-0-1	File - Linguistics division meetings	1969 - 1972	Pending review	13-2
F-13-1-5-0-2	File - Linguistics division meetings	1973 - 1977	Pending review	13-2
F-13-1-5-0-3	File - Linguistics division meetings	1978 - 1980	Pending review	13-2

Subseries F-13-1-6: Graduate studies committee

Date: 1967 - 1980 (date of creation)

Physical description: 11 cm of textual records

Publication status:

  published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-1-6-0-1	File - Correspondence	1967 - 1974	Pending review	13-2
F-13-1-6-0-2	File - Correspondence	1975 - 1976	Pending review	13-2
F-13-1-6-0-3	File - Correspondence	1977	Pending review	13-2
F-13-1-6-0-4	File - Correspondence	1978 - 1980	Pending review	13-2
F-13-1-6-0-5	File - Graduate studies committee	1969 - 1971	Pending review	13-2
F-13-1-6-0-6	File - Graduate studies committee	1972 - 1973	Pending review	13-2
F-13-1-6-0-7	File - Graduate studies committee	1974 - 1975	Pending review	13-2
F-13-1-6-0-8	File - Graduate studies committee	1976 - 1977	Pending review	13-3
F-13-1-6-0-9	File - Graduate studies committee	1978 - 1979	Pending review	13-3

Subseries F-13-1-7: Plenary

Date: 1965 - 1979 (date of creation)

Physical description: 19 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-7-0-1	File - General meetings	1965 - 1967	Pending review	13-3
F-13-1-7-0-2	File - General meetings	1968	Pending review	13-3
F-13-1-7-0-3	File - General meetings	1968	Pending review	13-3
F-13-1-7-0-4	File - Plenary meetings	1969	Pending review	13-3
F-13-1-7-0-5	File - Plenary meetings	1970	Pending review	13-3
F-13-1-7-0-6	File - Plenary meetings	1971	Pending review	13-3
F-13-1-7-0-7	File - Plenary meetings	1972	Pending review	13-3
F-13-1-7-0-8	File - Plenary meetings	1973	Pending review	13-4
F-13-1-7-0-9	File - Plenary meetings	1974	Pending review	13-4
F-13-1-7-0-10	File - Plenary meetings	1975	Pending review	13-4
F-13-1-7-0-11	File - Plenary meetings	1976	Pending review	13-4
F-13-1-7-0-12	File - Plenary meetings	1977	Pending review	13-4
F-13-1-7-0-13	File - Plenary meetings	1978	Pending review	13-4
F-13-1-7-0-14	File - Plenary meetings	1979	Pending review	13-4

Subseries F-13-1-8: Committee of chairmen

Date: 1969 - 1981 (date of creation)

Physical description: 5 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-8-0-1	File - Committee of chairmen	1969 - 1971	Pending review	13-4
F-13-1-8-0-2	File - Committee of chairmen	1972 - 1974	Pending review	13-4
F-13-1-8-0-3	File - Committee of chairmen	1975 - 1977	Pending review	13-4
F-13-1-8-0-4	File - Committee of chairmen	1978 - 1981	Pending review	13-5

Subseries F-13-1-9: Committee on goals and objectives

Date: 1974 (date of creation)

Physical description: 1 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-9-0-1	File - Committee on goals and objectives	1974	Pending review	13-5

Subseries F-13-1-10: Chinese

Date: 1978 (date of creation)

Physical description: 1 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-10-0-1	File - Chinese	1978	Pending review	13-5

Subseries F-13-1-11: French Language Training Centre

Date: 1978 - 1980 (date of creation)

Physical description: 1 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-11-0-1	File - French Language Training Centre	1978 - 1980	Pending review	13-5

Subseries F-13-1-12: Committees

Date: 1965 - 1980 (date of creation)

Physical description: 5 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-1-12-0-1	File - Advisory committee	1965 - 1968	Pending review	13-5
F-13-1-12-0-2	File - Senior committee	1967	Pending review	13-5
F-13-1-12-0-3	File - Curriculum committee on undergraduate studies	1977	Pending review	13-5
F-13-1-12-0-4	File - Amerindian committee	1968	Pending review	13-5
F-13-1-12-0-5	File - Literature committee	1967 - 1968	Pending review	13-5
F-13-1-12-0-6	File - Committee on language teaching and applied linguistics	1980	Pending review	13-5

Reference code	Title	Dates	Access status	Container
F-13-1-12-0-7	File - Committee on transfer credits and course challenge policy	1974	Pending review	13-5
F-13-1-0-0-1	File - Departmental committees	1965 - 1976	Pending review	13-1

Series F-13-2: Administration

Date: 1964 - 1982 (date of creation)

Scope and content:

Series consists of records relating to the administration of the Department, including budgeting, staffing, and policy formulation. It includes annual reports, constitutions, correspondence, course outlines and schedules, memoranda, policies and procedures, press releases, and reports.

Physical description: 44 cm of textual records

Restrictions on access:

Access to records in the subseries "Support, administrative and professional staff" is restricted in accordance with Freedom of Information and Protection of Privacy legislation. Consult the unit list and the archivist for further information.

Publication status:

published

Subseries F-13-2-1: Subject files

Date: 1964 - 1981 (date of creation)

Physical description: 20 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-2-1-0-1	File - Accommodation	1965 - 1977	Pending review	13-5
F-13-2-1-0-2	File - Accommodation	1978 - 1981	Pending review	13-5
F-13-2-1-0-3	File - Annual reports	1966 - 1971	Pending review	13-5
F-13-2-1-0-4	File - Calendar changes	1968 - 1977	Pending review	13-5
F-13-2-1-0-5	File - Course descriptions	1969	Pending review	13-5
F-13-2-1-0-6	File - Courses and schedules	1968 - 1973	Pending review	13-5
F-13-2-1-0-7	File - Courses and schedules	1974 - 1977	Pending review	13-6
F-13-2-1-0-8	File - Courses and schedules	1978 - 1980	Pending review	13-6
F-13-2-1-0-9	File - Course offerings	1976 - 1977	Pending review	13-6
F-13-2-1-0-10	File - Curriculum goals	1967	Pending review	13-6
F-13-2-1-0-11	File - Department name change	1973 - 1977	Pending review	13-6
F-13-2-1-0-12	File - Departmental organization	1968	Pending review	13-6
F-13-2-1-0-13	File - English Department	1974 - 1977	Pending review	13-6
F-13-2-1-0-14	File - Enrolment statistics	1965 - 1976	Pending review	13-6

F-13-2-1-0-15	File - Language labs	1965 - 1972	Pending review	13-6
F-13-2-1-0-16	File - Languages lab renovation	1973 - 1974	Pending review	13-6
F-13-2-1-0-17	File - Languages lab reorganization	1974 - 1977	Pending review	13-6
F-13-2-1-0-18	File - Miscellaneous	1973 - 1977	Pending review	13-6
F-13-2-1-0-19	File - Non-credit courses	1973 - 1974	Pending review	13-6
F-13-2-1-0-20	File - Office of international education proposal	1970	Pending review	13-6
F-13-2-1-0-21	File - Open House	1975	Pending review	13-6
F-13-2-1-0-22	File - Pensions	1967	Pending review	13-6
F-13-2-1-0-23	File - Press releases	1964 - 1966	Pending review	13-6
F-13-2-1-0-24	File - Registration	1970 - 1981	Pending review	13-6
F-13-2-1-0-25	File - Senate - Russian and German programs	1976 - 1979	Pending review	13-7
F-13-2-1-0-26	File - Space requirements	1966 - 1967	Pending review	13-7
F-13-2-1-0-27	File - Transfer credit, advanced credit	1968 - 1980	Pending review	13-7
F-13-2-1-0-28	File - University review committee	1977 - 1978	Pending review	13-7

Subseries F-13-2-2: Policies and procedures

Date: 1966 - 1978 (date of creation)

Physical description: 2 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-2-2-0-1	File - Policies and procedures	1966 - 1967	Pending review	13-7
F-13-2-2-0-2	File - Policies, procedures, constitutions	1974 - 1978	Pending review	13-7
F-13-2-2-0-3	File - Ad hoc committee on policy and procedures	1967	Pending review	13-7

Subseries F-13-2-3: Budget

Date: 1967 - 1980 (date of creation)

Physical description: 1 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-2-3-0-1	File - Budget	1967 - 1977	Pending review	13-7
F-13-2-3-0-2	File - Budget	1978 - 1980	Pending review	13-7

Subseries F-13-2-4: Chairmanship

Date: 1973 - 1982 (date of creation)

Physical description: 1 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-2-4-0-1	File - Chairmanship	1973 - 1978	Pending review	13-7
F-13-2-4-0-2	File - Chairman's correspondence	1978 - 1982	Pending review	13-7

Subseries F-13-2-5: Support, administrative and professional staff

Date: 1966 - 1982 (date of creation)

Physical description: 1 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-2-5-0-1	File - Support, Administrative and Professional Staff (APSA)	1973 - 1982	Pending review	13-7
F-13-2-5-0-2	File - Staff salaries	1966 - 1967	Pending review	13-7

Subseries F-13-2-6: Teaching and language assistants

Date: 1967 - 1976 (date of creation)

Physical description: 2 cm of textual records

Publication status:

  published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-2-6-0-1	File - Teaching assistants	1967	Pending review	13-7
F-13-2-6-0-2	File - Teaching/language assistants	1975 - 1976	Pending review	13-7
F-13-2-6-0-3	File - T.A. traineeships	1974	Pending review	13-7

Subseries F-13-2-7: Conferences and invited speakers

Date: 1966 - 1981 (date of creation)

Physical description: 7 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-2-7-0-1	File - Conferences	1976 - 1978	Pending review	13-7
F-13-2-7-0-2	File - Visiting speakers	1966 - 1974	Pending review	13-8
F-13-2-7-0-3	File - Visiting speakers	1975 - 1977	Pending review	13-8
F-13-2-7-0-4	File - Visiting speakers	1978 - 1980	Pending review	13-8
F-13-2-7-0-5	File - Program of distinction	1979 - 1981	Pending review	13-8

Subseries F-13-2-8: Departmental reviews

Date: 1975 (date of creation)

Physical description: 8 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-2-8-0-1	File - External review - papers I	1975	Pending review	13-8
F-13-2-8-0-2	File - External review - papers II	1975	Pending review	13-8
F-13-2-8-0-3	File - External review - papers III	1975	Pending review	13-8
F-13-2-8-0-4	File - External review - papers IV	1975	Pending review	13-8
F-13-2-8-0-5	File - External review - papers V	1975	Pending review	13-9
F-13-2-8-0-6	File - External review - reports	1975	Pending review	13-9
F-13-2-0-0-1	File - Administration	1975 - 1981	Pending review	13-5

Series F-13-3: Faculty members

Date: 1964 - 1983 (date of creation)

Scope and content:

Series consists of records related to the appointment of faculty members. It includes case files, correspondence, curricula vitae, memoranda, and reports.

Physical description: 81 cm of textual records

Arrangement:

Case files are arranged alphabetically by name of faculty member.

Restrictions on access:

Access to records in this series is restricted in accordance with Freedom of Information and Protection of Privacy legislation. Consult the unit list and the archivist for further information.

Publication status:

published

Subseries F-13-3-1: Faculty members

Date: 1964 - 1983 (date of creation)

Physical description: 49 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-3-1-0-1	File - Faculty - A	1979	Pending review	13-9
F-13-3-1-0-2	File - Faculty - A	1965 - 1970	Pending review	13-9
F-13-3-1-0-3	File - Faculty - A	1971 - 1973	Pending review	13-9
F-13-3-1-0-4	File - Faculty - A	1974 - 1975	Pending review	13-9
F-13-3-1-0-5	File - Faculty - A	1976 - 1977	Pending review	13-9
F-13-3-1-0-6	File - Faculty - B	1966 - 1974	Pending review	13-9
F-13-3-1-0-7	File - Faculty - B	1974 - 1977	Pending review	13-9
F-13-3-1-0-8	File - Faculty - B	1964 - 1971	Pending review	13-9
F-13-3-1-0-9	File - Faculty - B	1975 - 1977	Pending review	13-9
F-13-3-1-0-10	File - Faculty - C	1966 - 1967	Pending review	13-9
F-13-3-1-0-11	File - Faculty - C	1973 - 1974	Pending review	13-9
F-13-3-1-0-12	File - Faculty - C	1965 - 1982	Pending review	13-9
F-13-3-1-0-13	File - Faculty - C	1965 - 1968	Pending review	13-9
F-13-3-1-0-14	File - Faculty - D	1965 - 1969	Pending review	13-10
F-13-3-1-0-15	File - Faculty - L	1967 - 1970	Pending review	13-10
F-13-3-1-0-16	File - Faculty - D	1966	Pending review	13-10
F-13-3-1-0-17	File - Faculty - D	1966 - 1968	Pending review	13-10
F-13-3-1-0-18	File - Faculty - E	1966 - 1968	Pending review	13-10
F-13-3-1-0-19	File - Faculty - F	1966 - 1970	Pending review	13-10
F-13-3-1-0-20	File - Faculty - G	1979 - 1980	Pending review	13-10
F-13-3-1-0-21	File - Faculty - G	1966 - 1976	Pending review	13-10
F-13-3-1-0-22	File - Faculty - G	1970 - 1978	Pending review	13-10
F-13-3-1-0-23	File - Faculty - G	1966 - 1974	Pending review	13-10
F-13-3-1-0-24	File - Faculty - H	1970	Pending review	13-11
F-13-3-1-0-25	File - Faculty - H	1966 - 1970	Pending review	13-11
F-13-3-1-0-26	File - Faculty - H	1965 - 1972	Pending review	13-11
F-13-3-1-0-27	File - Faculty - H	1977 - 1980	Pending review	13-11
F-13-3-1-0-28	File - Faculty - J	1970	Pending review	13-11
F-13-3-1-0-29	File - Faculty - K	1975	Pending review	13-11
F-13-3-1-0-30	File - Faculty - K	1973 - 1976	Pending review	13-11
F-13-3-1-0-31	File - Faculty - K	1978 - 1980	Pending review	13-11
F-13-3-1-0-32	File - Faculty - K	1976 - 1979	Pending review	13-11
F-13-3-1-0-33	File - Faculty - K	1976 - 1977	Pending review	13-11
F-13-3-1-0-34	File - Faculty - M	1966 - 1967	Pending review	13-11
F-13-3-1-0-35	File - Faculty - M	1976	Pending review	13-11
F-13-3-1-0-36	File - Faculty - M	1977	Pending review	13-11

F-13-3-1-0-37	File - Faculty - M	1974	Pending review	13-11
F-13-3-1-0-38	File - Faculty - M	1967 - 1977	Pending review	13-11
F-13-3-1-0-39	File - Faculty - M	1976 - 1977	Pending review	13-11
F-13-3-1-0-40	File - Faculty - N	1978	Pending review	13-11
F-13-3-1-0-41	File - Faculty - N	1965 - 1983	Pending review	13-11
F-13-3-1-0-42	File - Faculty - O	1971	Pending review	13-12
F-13-3-1-0-43	File - Faculty - O	1966 - 1968	Pending review	13-12
F-13-3-1-0-44	File - Faculty - P	1966 - 1967	Pending review	13-12
F-13-3-1-0-45	File - Faculty - R	1978	Pending review	13-12
F-13-3-1-0-46	File - Faculty - R	1977 - 1978	Pending review	13-12
F-13-3-1-0-47	File - Faculty - S	1970 - 1971	Pending review	13-12
F-13-3-1-0-48	File - Faculty - S	1965 - 1981	Pending review	13-12
F-13-3-1-0-49	File - Faculty - S	1967 - 1970	Pending review	13-12
F-13-3-1-0-50	File - Faculty - S	1974 - 1976	Pending review	13-12
F-13-3-1-0-51	File - Faculty - T	1975	Pending review	13-12
F-13-3-1-0-52	File - Faculty - T	1969 - 1970	Pending review	13-12
F-13-3-1-0-53	File - Faculty - V	1973 - 1980	Pending review	13-12
F-13-3-1-0-54	File - Faculty - V	1972 - 1981	Pending review	13-12
F-13-3-1-0-55	File - Faculty - V	1975 - 1979	Pending review	13-12
F-13-3-1-0-56	File - Faculty - V	1970 - 1976	Pending review	13-12
F-13-3-1-0-57	File - Faculty - W	1977	Pending review	13-12
F-13-3-1-0-58	File - Faculty - W	1978 - 1980	Pending review	13-12
F-13-3-1-0-59	File - Faculty - W	1965 - 1975	Pending review	13-12
F-13-3-1-0-60	File - Faculty - W	1970 - 1974	Pending review	13-12

Subseries F-13-3-2: Faculty workload

Date: 1971 - 1979 (date of creation)

Physical description: 2 cm of textual records

Publication status:

 published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-3-2-0-1	File - Faculty workload	1971 - 1979	Pending review	13-13
F-13-3-2-0-2	File - Teaching contact hours	1974	Pending review	13-13

Subseries F-13-3-3: Faculty responsibilities

Date: 1970 - 1979 (date of creation)

Physical description: 2 cm of textual records

Publication status:

 published

File / item list				
Reference code	Title	Dates	Access status	Container

| F-13-3-3-0-1 | File - Faculty responsibilities | 1977 - 1979 | Pending review | 13-13 |
| F-13-3-3-0-2 | File - Faculty duty/research | 1970 | Pending review | 13-13 |

Subseries F-13-3-4: Appointments and hiring

Date: 1966 - 1980 (date of creation)

Physical description: 9 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-3-4-0-1	File - Appointment, hiring procedures	1973 - 1980	Pending review	13-13
F-13-3-4-0-2	File - Appointments	1966	Pending review	13-13
F-13-3-4-0-3	File - Faculty appointments	1973	Pending review	13-13
F-13-3-4-0-4	File - Faculty appointments	1974	Pending review	13-13
F-13-3-4-0-5	File - Faculty appointments	1975	Pending review	13-13
F-13-3-4-0-6	File - Faculty appointments	1976	Pending review	13-13
F-13-3-4-0-7	File - Faculty appointments	1977	Pending review	13-13
F-13-3-4-0-8	File - Faculty appointments	1978	Pending review	13-13
F-13-3-4-0-9	File - Recruitment	1978 - 1980	Pending review	13-13
F-13-3-4-0-10	File - Faculty positions	1977 - 1978	Pending review	13-13
F-13-3-4-0-11	File - Faculty positions	1979 - 1980	Pending review	13-13

Subseries F-13-3-5: Salaries and honoraria

Date: 1965 - 1981 (date of creation)

Physical description: 7 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-3-5-0-1	File - Faculty salaries	1966 - 1967	Pending review	13-14
F-13-3-5-0-2	File - Salaries - academic and administrative	1966 - 1972	Pending review	13-14
F-13-3-5-0-3	File - Salaries committee	1965 - 1969	Pending review	13-14
F-13-3-5-0-4	File - Salaries committee	1970 - 1972	Pending review	13-14
F-13-3-5-0-5	File - Salaries committee	1973 - 1974	Pending review	13-14
F-13-3-5-0-6	File - Salaries committee	1975	Pending review	13-14
F-13-3-5-0-7	File - Salaries committee	1976 - 1977	Pending review	13-14
F-13-3-5-0-8	File - Salaries committee	1978 - 1981	Pending review	13-14

Subseries F-13-3-6: Tenure, promotion and renewal

Date: 1968 - 1980 (date of creation)

Physical description: 10 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-3-6-0-1	File - Tenure, promotion and renewal	1972 - 1976	Pending review	13-14
F-13-3-6-0-2	File - Tenure committee	1968	Pending review	13-14
F-13-3-6-0-3	File - Tenure committee	1969	Pending review	13-14
F-13-3-6-0-4	File - Tenure committee	1970	Pending review	13-14
F-13-3-6-0-5	File - Tenure committee	1971	Pending review	13-14
F-13-3-6-0-6	File - Tenure committee	1972	Pending review	13-14
F-13-3-6-0-7	File - Tenure committee	1973	Pending review	13-15
F-13-3-6-0-8	File - Tenure committee	1974	Pending review	13-15
F-13-3-6-0-9	File - Tenure committee	1975	Pending review	13-15
F-13-3-6-0-10	File - Tenure committee	1976	Pending review	13-15
F-13-3-6-0-11	File - Tenure committee	1977	Pending review	13-15
F-13-3-6-0-12	File - Tenure committee	1978	Pending review	13-15
F-13-3-6-0-13	File - Tenure committee	1979	Pending review	13-15
F-13-3-6-0-14	File - Tenure committee	1980	Pending review	13-15

Subseries F-13-3-7: Student complaints

Date: 1975 - 1981 (date of creation)

Physical description: 1 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-3-7-0-1	File - Complaints against faculty members	1975 - 1981	Pending review	13-15
F-13-3-7-0-2	File - Teaching evaluation	1980	Pending review	13-15
F-13-3-0-0-1	File - Faculty matters	1976 - 1981	Pending review	13-9

Series F-13-4: Faculty of Arts

Date: 1980 (date of creation)

Scope and content:

Series consists of the records relating to the relationship of the Department with the Faculty of Arts. It includes correspondence, memoranda, and reports.

Physical description: 1 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-4-0-0-1	File - Faculty of Arts	1980	Pending review	13-15
F-13-4-0-0-2	File - Annual reports	1980	Pending review	13-15

Series F-13-5: University

Date: 1973 - 1982 (date of creation)

Scope and content:

Series consists of records relating to the relationship of the Department with interdisciplinary programs and other departments of the University, including the Computing Centre, Continuing Studies, and the Distance Education program. The series includes correspondence, memoranda and reports.

Physical description: 11 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-13-5-0-0-1	File - General	1975 - 1979	Pending review	13-15
F-13-5-0-0-2	File - Universities Council of B.C.	1977 - 1982	Pending review	13-15
F-13-5-0-0-3	File - Grading practices	1973 - 1977	Pending review	13-15
F-13-5-0-0-4	File - Programs of Excellence	1979	Pending review	13-15
F-13-5-0-0-5	File - Strike policy	1976	Pending review	13-15
F-13-5-0-0-6	File - Distance education program	1977	Pending review	13-15
F-13-5-0-0-7	File - Law and social sciences	1974	Pending review	13-15
F-13-5-0-0-8	File - Continuing Studies	1974 - 1975	Pending review	13-15
F-13-5-0-0-9	File - Continuing Studies	1975 - 1980	Pending review	13-16
F-13-5-0-0-10	File - Faculty Association	1978 - 1982	Pending review	13-16
F-13-5-0-0-11	File - Humanities	1979	Pending review	13-16
F-13-5-0-0-12	File - Proposed policy changes	1978 - 1980	Pending review	13-16
F-13-5-0-0-13	File - Computer Centre	1979	Pending review	13-16
F-13-5-0-0-14	File - Student representation	1979 - 1981	Pending review	13-16

Series F-13-6: Student Affairs

Date: 1970 - 1980 (date of creation)

Scope and content:

Series consists of records relating to student participation in departmental administration and student ethics. It includes correspondence, memoranda, and reports.

Physical description: 2 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-6-0-0-1	File - Student participation	1975 - 1977	Pending review	13-16
F-13-6-0-0-2	File - Student ethics	1970 - 1980	Pending review	13-16

Series F-13-7: Miscellaneous

Date: 1973 - 1981 (date of creation)

Scope and content:

Series consists of records relating to the French Exchange program and the Committee on Language Articulation, and includes correspondence of the Chair of the Department. The series includes memoranda and reports.

Physical description: 3 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-7-0-0-1	File - Standing committee on language articulation	1973 - 1978	Pending review	13-16
F-13-7-0-0-2	File - Personal correspondence	1979 - 1981	Pending review	13-16
F-13-7-0-0-3	File - French exchange program	1978	Pending review	13-16

Series F-13-8: Departmental correspondence

Date: 1969 - 1988 (date of creation)

Scope and content:

Series consists of the Chair's correspondence relating to the administration of language programs. Records include correspondence and course and program proposals.

Physical description: 14 cm of textual records

Arrangement:

The arrangement was provided by the archivist.

Restrictions on access:

Some files contain personal information; access to these files may be restricted to protect the privacy of individuals. Please see the file lists and consult the archivist for more details.

Finding aids:

A file list is available.

Accruals:

No further accruals to the series are expected.

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-8-0-0-1	File - German program correspondence	1974 - 1987	Pending review	13-17
F-13-8-0-0-2	File - German program SCAP submission	1976 - 1978	Pending review	13-17
F-13-8-0-0-3	File - Letters supporting German - Fall, vol. 1	1984	Pending review	13-17
F-13-8-0-0-4	File - Letters supporting German - Fall, vol. 2	1984	Pending review	13-17
F-13-8-0-0-5	File - Chinese program, vol. 1	1969 - 1973	Pending review	13-17
F-13-8-0-0-6	File - Chinese program, vol. 2	1974 - June 1977	Pending review	13-17
F-13-8-0-0-7	File - Chinese program, vol. 3	July 1977 - 1988	Pending review	13-17
F-13-8-0-0-8	File - Certificate in Chinese Studies	1988	Pending review	13-18
F-13-8-0-0-9	File - Other: Italian, Swahili, Hindi, Arabic	1974 - 1988	Pending review	13-18
F-13-8-0-0-10	File - Japanese	1986 - 1988	Pending review	13-18
F-13-8-0-0-11	File - Estonian Studies (GS 410, 86-1)	1983 - 1985	Open	13-18

Series F-13-9: Course files

Date: 1966 - 1977 (date of creation)

Scope and content:

Series consists of course outlines for German, Chinese, Hindi, Italian and Latin. Series also include copies of examinations for French, German, Russian, and Spanish courses.

Physical description: 11 cm of textual records

Arrangement:

The arrangement was provided by the archivist.

Restrictions on access:

The files are open with no restrictions.

Finding aids:

A file list is available.

Accruals:

No further accruals to the series are expected.

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-13-9-0-0-1	File - German 100, 101 -- Introductory German	1966 - 1975	Open	13-18
F-13-9-0-0-2	File - German 102, 103 -- Introductory German	1972 - 1975	Open	13-18
F-13-9-0-0-3	File - German 105 -- Introduction in German Production	1967 - 1968	Open	13-18
F-13-9-0-0-4	File - German 201 -- Intermediate German	1966 - 1975	Open	13-18
F-13-9-0-0-5	File - German 202 -- Intermediate German II	1967 - 1975	Open	13-18
F-13-9-0-0-6	File - German 240 -- Introduction to German Literature I	1972 - 1973	Open	13-18
F-13-9-0-0-7	File - German 241 -- Introduction to German Literature II	1972 - 1974	Pending review	13-18
F-13-9-0-0-8	File - German 300 -- Richtlinien fur die Studenten	1968 - 1974	Open	13-18
F-13-9-0-0-9	File - German 301 -- Advanced German Composition I	1968 - 1974	Open	13-18
F-13-9-0-0-10	File - German 302 -- Advanced German	1973 - 1974	Open	13-18
F-13-9-0-0-11	File - German 340 -- A Survey of German Literature I	1973 - 1974	Open	13-18
F-13-9-0-0-12	File - German 341 -- A Survey of German Literature II	1974 - 1976	Open	13-18
F-13-9-0-0-13	File - German 401 -- Modern German: Phonology	1972 - 1976	Open	13-18
F-13-9-0-0-14	File - German 402 -- Modern German: Grammar	1967 - 1975	Open	13-18
F-13-9-0-0-15	File - German 403 -- History of the German Language I	[197-?] - [197-]	Open	13-18
F-13-9-0-0-16	File - German 404 -- History of the German Language II	[197-?] - [197-]	Open	13-18
F-13-9-0-0-17	File - German 405 -- Introduction to Germanic Linguistics	1967 - 1974	Open	13-18
F-13-9-0-0-18	File - German 440 -- German Literature	1967 - 1969	Open	13-18
F-13-9-0-0-19	File - German 441 -- German Literature	1968 - 1969	Open	13-18
F-13-9-0-0-20	File - German 443 -- German Literature	1972 - 1975	Open	13-18

F-13-9-0-0-21	File - German 444 -- Classicism	1972 - 1974	Open	13-18
F-13-9-0-0-22	File - German 445 -- Goethe's Faust	1972 - 1974	Open	13-18
F-13-9-0-0-23	File - German 446 -- Romanticism	1973	Open	13-18
F-13-9-0-0-24	File - German 447 -- 19th Century German Drama	1973 - 1975	Open	13-18
F-13-9-0-0-25	File - German 448 -- Drama in the 20th Century	1972	Open	13-18
F-13-9-0-0-26	File - German 460 -- German for Reading Knowledge	1974	Open	13-18
F-13-9-0-0-27	File - Chinese 100, 101, 341 -- Mandarin Chinese	1970 - 1977	Open	13-18
F-13-9-0-0-28	File - Hindi 100 -- Introduction to Hindi	1966 - 1972	Open	13-18
F-13-9-0-0-29	File - Italian 101 -- Introduction to Italian II	1977	Open	13-18
F-13-9-0-0-30	File - Latin 100 -- An Introductory course based on ancient authors	1973 - 1975	Open	13-18
F-13-9-0-0-31	File - Copies of examinations -- French, Russian, Spanish	1966 - 1967	Open	13-18
F-13-9-0-0-32	File - Copies of examinations -- French, German, Russian, Spanish	1968 - 1969	Open	13-18