

The logo for Simon Fraser University (SFU), consisting of the letters "SFU" in white, bold, sans-serif font, centered within a solid red rectangular background.

Simon Fraser University Archives and Records Management Department

Finding Aid - Department of English fonds (F-25)

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Department of English fonds

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Summary information

Repository:	Simon Fraser University Archives and Records Management Department
Title:	Department of English fonds
Reference code:	F-25
Date:	1965 - 1997, predominant 1965 - 1980 (date of creation)
Physical description:	2 m of textual records
Dates of creation, revision and deletion:	Finding aid prepared by Bruce Schinkelwitz, Ian Forsyth, Enid Britt, Kadimola Lomamba, and Judith Thiessen, (November 1997). Updated by Frances Fournier (November 2001), Enid Britt (July 2006, July 2008), and Richard. Dancy (May 2009).
Note [generalNote]:	DATES OF CREATION The predominant dates of the material are 1965-1980. Post-1980 records consist of publications and course offering booklets.

Administrative history / Biographical sketch

Note

The Department of English was established by the Board of Governors in April 1964, and began to offer courses within the Faculty of Arts at the Bachelor level when the University opened in 1965. The Department's offerings were expanded with the addition in 1966 of a Master's program and in 1974 with the approval of a Ph.D. program. The Department was responsible, through its Head, for the promotion of research and the development and delivery of programs in the field of composition and English-language literature. An adjunct to this function was its responsibility to help in the development and instruction in non-departmental programs such as Women's Studies, Fine and Performing Arts, Canadian Studies, and the Humanities minor program.

The Department's activities included participation in University and external associations and committees, and the organization of and participation in conferences. Several faculty members were involved in the publication of literary journals. These include *West Coast Review*, which began in 1965 and later became independent of the Department; *Line*, edited by Roy Miki and devoted to the University's Contemporary Literature Collection; and *Tessera*, a feminist journal edited by Kathy Mezei. In 1990, *West Coast Review* and *Line* were joined to form *West Coast Line*.

The Department was administered by a chair and a number of standing committees, as laid down in a Department constitution in 1968. In the formalized Department Constitution approved 1 August 1975, the Chair was responsible for the overall administration of the Department, which included "The devising and apportioning of the budget; The assignment of teaching duties, with the advice of the Graduate and Undergraduate Curriculum Committees; Calling and conducting Departmental meetings; Mediating all disputes within the Department; [and] Initiating course grade appeal procedures."

The number of Department committees changed greatly over time. In 1965 the Department consisted of five standing committees which had an advisory role: Curriculum (ad hoc), Appointments, Promotions and Salary Increases, Library, and Invited Speakers. There were also loosely organized committees of those teaching each first- and second-year course, usually chaired by the lecturer. By 1968 the number of committees had expanded to ten to include: the Policy Committee; Steering Committee, which was the chief advisory body to the Chair; Honours Committee; Teaching Evaluation Committee; Student Load Committee; Search and Selection Committee; Graduate Admissions Committee; Undergraduate Studies Committee; and West Coast Review, responsible for the publication of the journal.

In the Constitution of 1975, it stated that the Department would consist of four elected and two non-elected standing committees. Those elected committees included the Graduate Curriculum Committee, the Undergraduate Curriculum Committee, the Departmental Tenure Committee, and the Appointments Committee. Those appointed committees included the Library and Invited Speakers committees. After 1975, a Composition Committee was also struck.

Scope and content

The fonds of the Department of English 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, correspondence, course outlines and examinations, an external review, 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 the body.

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 files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as

a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Finding aids

File lists are available.

Related material

Consult the inventory of the Faculty of Arts fonds, F-2; as well as the inventory of the West Coast Review / Line fonds, F-81.

Accruals

Additional material has been accessioned but not yet processed as of September 2002 (2.33 m., 1968-1993). Please consult the archivist for information about using these materials; restrictions may apply. Further accruals are expected.

Other notes

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

Access points

- Buitenhuis, Peter (subject)
- Zaslove, Jerald (subject)
- Alderson, Evan W. (subject)
- Newman, Gerald M. (subject)
- Harden, Edgar F. (subject)
- Baker, Ron (subject)

Series descriptions

Series F-25-1: Policies and procedures

Date: 1975 (date of creation)

Scope and content:

Series consists of the Department Constitution.

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-1-0-0-1	File - Constitution	1975	Open	25-1

Series F-25-2: Correspondence

Date: 1965 - 1979 (date of creation)

Scope and content:

Series consists of correspondence received and sent by the Department Chair. It includes memoranda and reports.

Physical description: 1.35 m of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

Subseries F-25-2-1: Chronological correspondence

Date: 1965 - 1979 (date of creation)

Physical description: 1.13 m of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-25-2-1-0-1	File - Chronological correspondence	1965	Restricted in whole	25-1
F-25-2-1-0-2	File - Chronological correspondence	1965	Restricted in whole	25-1
F-25-2-1-0-3	File - Chronological correspondence	1965	Restricted in whole	25-1
F-25-2-1-0-4	File - Chronological correspondence	1965	Pending review	25-1
F-25-2-1-0-5	File - Chronological correspondence	1965	Pending review	25-1
F-25-2-1-0-6	File - Chronological correspondence	1965	Pending review	25-1
F-25-2-1-0-7	File - Chronological correspondence	1966	Pending review	25-1
F-25-2-1-0-8	File - Chronological correspondence	1966	Pending review	25-1
F-25-2-1-0-9	File - Chronological correspondence	1969	Pending review	25-1
F-25-2-1-0-10	File - Chronological correspondence	1969	Pending review	25-1
F-25-2-1-0-11	File - Chronological correspondence	1969	Pending review	25-1
F-25-2-1-0-12	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-13	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-14	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-15	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-16	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-17	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-17.1	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-18	File - Chronological correspondence	1970	Pending review	25-2
F-25-2-1-0-19	File - Chronological correspondence	1971	Pending review	25-2
F-25-2-1-0-20	File - Chronological correspondence	1971	Pending review	25-2
F-25-2-1-0-21	File - Chronological correspondence	1971	Pending review	25-2
F-25-2-1-0-22	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-23	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-24	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-25	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-26	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-27	File - Chronological correspondence	1972	Pending review	25-3
F-25-2-1-0-28	File - Chronological correspondence	1973	Pending review	25-3
F-25-2-1-0-29	File - Chronological correspondence	1973	Pending review	25-3
F-25-2-1-0-30	File - Chronological correspondence	1973	Pending review	25-3
F-25-2-1-0-31	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-32	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-33	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-34	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-35	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-36	File - Chronological correspondence	1973	Pending review	25-4
F-25-2-1-0-37	File - Chronological correspondence	1974	Pending review	25-4
F-25-2-1-0-38	File - Chronological correspondence	1974	Pending review	25-4
F-25-2-1-0-39	File - Chronological correspondence	1974	Pending review	25-4
F-25-2-1-0-40	File - Chronological correspondence	1974	Pending review	25-5
F-25-2-1-0-41	File - Chronological correspondence	1974	Pending review	25-5
F-25-2-1-0-42	File - Chronological correspondence	1974	Pending review	25-5
F-25-2-1-0-43	File - Chronological correspondence	1974	Pending review	25-5
F-25-2-1-0-44	File - Chronological correspondence	1974	Pending review	25-5
F-25-2-1-0-45	File - Chronological correspondence	1974	Pending review	25-5

F-25-2-1-0-93	File - Chronological correspondence - Graduate Studies	1976	Pending review	25-9
F-25-2-1-0-94	File - Chronological correspondence - Graduate Studies	1977	Pending review	25-9
F-25-2-1-0-95	File - Chronological correspondence - Graduate Studies	1977	Pending review	25-9
F-25-2-1-0-96	File - Chronological correspondence - Graduate Studies	1977	Pending review	25-9
F-25-2-1-0-97	File - Chronological correspondence - Graduate Studies	1978	Pending review	25-9
F-25-2-1-0-98	File - Chronological correspondence - Graduate Studies	1978	Pending review	25-9

Subseries F-25-2-2: Memoranda

Date: 1965 - 1977 (date of creation)

Physical description: 7 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-2-2-0-1	File - Office of the President	1965 - 1968	Open	25-10
F-25-2-2-0-2	File - Vice-President, Academic	1973	Pending review	25-10
F-25-2-2-0-3	File - Chair's Memoranda	1977	Pending review	25-10
F-25-2-2-0-4	File - Memoranda to Faculty	1965 - 1966	Restricted in part	25-10
F-25-2-2-0-5	File - Memoranda to Faculty	1967	Open	25-10
F-25-2-2-0-6	File - Memoranda to Faculty	1968	Open	25-10
F-25-2-2-0-7	File - Memoranda to Faculty	1969	Restricted in whole	25-10
F-25-2-2-0-8	File - Memoranda to Faculty	1970	Open	25-10
F-25-2-2-0-9	File - Memoranda to Faculty	1976 - 1977	Open	25-10
F-25-2-2-0-10	File - Chair's Engagements	1968 - 1970	Restricted in part	25-10
F-25-2-2-0-11	File - Chair's Engagements	1965 - 1967	Open	25-10
F-25-2-2-0-12	File - Ethnomusicology	1966	Open	25-10
F-25-2-2-0-13	File - Publications Management Committee - Three Universities Press	1967 - 1968	Restricted in part	25-10

Subseries F-25-2-3: Subject files

Date: 1965 - 1979 (date of creation)

Physical description: 13 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-2-3-0-1	File - A.E. Sawyer Memorial Prize	1965 - 1967	Restricted in part	25-10
F-25-2-3-0-2	File - Academic Symposium	1966	Open	25-10
F-25-2-3-0-3	File - Curriculum	1966	Open	25-10
F-25-2-3-0-4	File - Danforth Foundation	1966	Open	25-10
F-25-2-3-0-5	File - Interim Council	1968	Open	25-10
F-25-2-3-0-6	File - Nepotism	1965	Restricted in whole	25-10
F-25-2-3-0-7	File - New Building	1966	Open	25-10
F-25-2-3-0-8	File - Noranda Lectures	1966	Open	25-10
F-25-2-3-0-9	File - Recruiting	1966 - 1967	Restricted in part	25-10
F-25-2-3-0-10	File - Reference Letters	1966 - 1967	Restricted in whole	25-10
F-25-2-3-0-11	File - Religious Studies	1965 - 1966	Open	25-10
F-25-2-3-0-12	File - Student Society	1966	Open	25-10
F-25-2-3-0-13	File - Troika Evaluations	1973	Open	25-11
F-25-2-3-0-14	File - U.N.E.S.C.O.	1966	Open	25-11
F-25-2-3-0-15	File - Visiting Speakers	1972 - 1973	Restricted in part	25-11
F-25-2-3-0-16	File - Visiting Speakers	1974	Open	25-11
F-25-2-3-0-17	File - Visiting Speakers	1975	Open	25-11
F-25-2-3-0-18	File - Visiting Speakers	1976	Open	25-11
F-25-2-3-0-19	File - Visiting Speakers	1977	Open	25-11
F-25-2-3-0-20	File - Visiting Speakers	1978	Open	25-11
F-25-2-3-0-21	File - Visiting Speakers	1979	Restricted in part	25-11

Subseries F-25-2-4: Printed materials and reports

Date: 1965 - 1967 (date of creation)

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-2-4-0-1	File - Faculty Handbook	1967	Open	25-11
F-25-2-4-0-2	File - Reports	1966	Open	25-11
F-25-2-4-0-3	File - Releases	1965	Open	25-11

Series F-25-3: Faculty members

Date: 1965 - 1978 (date of creation)

Scope and content:

Series consists of files related to the appointment, salary, and tenure of faculty members, as well as research grants. It includes correspondence, curricula vitae, memoranda and reports.

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-3-0-0-1	File - Faculty Lists	1977 - 1978	Open	25-11
F-25-3-0-0-2	File - Appointments	1972 - 1973	Restricted in part	25-11
F-25-3-0-0-3	File - Research Grants	1965 - 1970	Open	25-11

Series F-25-4: Departmental committees

Date: 1966 - 1977 (date of creation)

Scope and content:

Series consists of the records of various departmental committees. It includes circulars, correspondence, minutes of meetings, and memoranda.

Physical description: 12 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and

as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

Subseries F-25-4-1: Composition committee

Date: 1977 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-1-0-1	File - Composition Committee	1977	Pending review	25-12

Subseries F-25-4-2: Honours committee

Date: 1968 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-2-0-1	File - Honours Admission Board Committee	1968	Pending review	25-12

Subseries F-25-4-3: Library committee

Date: 1968 - 1972 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-3-0-1	File - Library Committee	1968 - 1972	Pending review	25-12

Subseries F-25-4-4: Search and selection committee

Date: 1966 - 1972 (date of creation)

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-4-0-1	File - Search and Selection Committee	1966 - 1972	Restricted in part	25-12
F-25-4-4-0-2	File - Search and Hire Committee	1966 - 1972	Restricted in part	25-12

Subseries F-25-4-5: Steering committee

Date: 1966 - 1968 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and

as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-5-0-1	File - Steering Committee	1966 - 1968	Restricted in whole	25-12

Subseries F-25-4-6: Student workload committee

Date: 1971 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-6-0-1	File - Student Workload Committee	1971	Restricted in whole	25-12

Subseries F-25-4-7: Teaching evaluation committee

Date: 1967 - 1968 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
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F-25-4-7-0-1	File - Committee on Teaching Evaluation	1967 - 1968	Open	25-12
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Subseries F-25-4-8: Tenure committee

Date: 1969 (date of creation)

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-8-0-1	File - Tenure Committee	1969	Open	25-12

Subseries F-25-4-9: Undergraduate studies committee

Date: 1968 - 1977 (date of creation)

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-9-0-1	File - Undergraduate Studies Committee	1968 - 1971	Restricted in whole	25-12
F-25-4-9-0-2	File - Undergraduate Studies Committee	1972	Pending review	25-12
F-25-4-9-0-3	File - Undergraduate Studies Committee	1973 - 1977	Pending review	25-12

Subseries F-25-4-10: Ad hoc committee

Date: 1971 - 1976 (date of creation)

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-4-10-0-1	File - Ad Hoc Constitutional Review Committee	1971 - 1975	Pending review	25-12
F-25-4-10-0-2	File - Ad Hoc Constitutional Review Committee	1975 - 1976	Pending review	25-12
F-25-4-0-0-1	File - Departmental Committees	1968	Pending review	25-12

Series F-25-5: Departmental reviews

Date: 1974 (date of creation)

Scope and content:

Series consists of materials relating to external and faculty reviews of the Department. It includes correspondence, memoranda, and reports.

Physical description: 1 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-5-0-0-1	File - Departmental review	1974	Restricted in whole	25-13

Series F-25-6: Course outlines and exams

Date: 1965 - 1980 (date of creation)

Scope and content:

Series consists of files of undergraduate and graduate course outlines and examinations.

Physical description: 11 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-6-0-0-1	File - Course Offerings	1966 - 1968	Open	25-13
F-25-6-0-0-2	File - Course Offerings	1974	Pending review	25-13
F-25-6-0-0-3	File - Course Offerings	1974	Open	25-13
F-25-6-0-0-4	File - Course Offerings	1974	Pending review	25-13
F-25-6-0-0-5	File - Course Offerings	1975	Pending review	25-13
F-25-6-0-0-6	File - Course Offerings	1975	Pending review	25-13
F-25-6-0-0-7	File - Course Offerings	1975	Pending review	25-13
F-25-6-0-0-8	File - Course Offerings	1976	Open	25-13
F-25-6-0-0-9	File - Course Offerings	1976	Open	25-13
F-25-6-0-0-10	File - Course Offerings	1976	Open	25-13
F-25-6-0-0-11	File - Course Offerings	1977	Pending review	25-13
F-25-6-0-0-12	File - Course Offerings	1977	Pending review	25-13
F-25-6-0-0-13	File - Course Offerings	1977	Pending review	25-13
F-25-6-0-0-14	File - Course Offerings	1978	Pending review	25-13
F-25-6-0-0-15	File - Course Offerings	1978	Open	25-13
F-25-6-0-0-16	File - Course Offerings	1978	Pending review	25-13
F-25-6-0-0-17	File - Course Offerings	1979	Pending review	25-13
F-25-6-0-0-18	File - Course Offerings	1979	Pending review	25-13
F-25-6-0-0-19	File - Course Offerings	1979	Open	25-13
F-25-6-0-0-20	File - Course Offerings	1980	Pending review	25-13
F-25-6-0-0-21	File - Course Organization	1965 - 1967	Pending review	25-13
F-25-6-0-0-22	File - New Course Proposals	1969	Open	25-13

Series F-25-7: Publications

Date: 1974 - 1997, predominant 1974 - 1997 (date of creation)

Scope and content:

Series consists of publications of the Department, including course offerings booklets.

Physical description: 2 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-7-0-0-1	File - Publications (Ephemera)	1974 - 1984	Open	25-13
F-25-7-0-0-2	File - Course Offerings Booklets	1974 - 1997, predominant 1974 - 1990	Open	25-14

Series F-25-8: Associations

Date: 1965 - 1979 (date of creation)

Scope and content:

Series consists of materials relating to professional associations to which members of the Department belonged. It includes correspondence and memoranda.

Physical description: 11 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-8-0-0-1	File - Association of Canadian University Teachers of English	1967	Pending review	25-14
F-25-8-0-0-2	File - Association of Universities and Colleges of Canada	1967	Pending review	25-14
F-25-8-0-0-3	File - B.C. Council of Teachers of English	1965 - 1966	Pending review	25-14
F-25-8-0-0-4	File - Canadian Association of American Studies	1979	Pending review	25-14
F-25-8-0-0-5	File - Canadian Linguistics Association	1965 - 1967	Pending review	25-14
F-25-8-0-0-6	File - National Council of Teachers of English	1965 - 1967	Pending review	25-14

F-25-8-0-0-7	File - Philological Association of the Pacific Coast	1967	Pending review	25-14
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Series F-25-9: Conferences

Date: 1967 - 1979 (date of creation)

Scope and content:

Series consists of materials related to conferences hosted by the Department or attended by faculty members. It includes booklets, correspondence, memoranda, minutes, and reports.

Physical description: 13 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-9-0-0-1	File - Conference of College Composition and Communication	1967 - 1968	Pending review	25-15
F-25-9-0-0-2	File - Heritage Festival	1977	Pending review	25-15
F-25-9-0-0-3	File - Heritage Festival	1978	Pending review	25-15
F-25-9-0-0-4	File - Heritage Festival	1978	Pending review	25-15
F-25-9-0-0-5	File - Heritage Festival	1978	Pending review	25-15
F-25-9-0-0-6	File - Heritage Festival	1979	Pending review	25-15
F-25-9-0-0-7	File - International Conference on the Teaching of English	1967	Pending review	25-15
F-25-9-0-0-8	File - World Shakespeare Congress	1969	Pending review	25-15
F-25-9-0-0-9	File - World Shakespeare Congress	1970	Pending review	25-15
F-25-9-0-0-10	File - World Shakespeare Congress	1971 - 1973	Pending review	25-15

Series F-25-10: Minutes

Date: 1967 - 1969 (date of creation)

Scope and content:

This set of departmental minutes from 1967-1969 was donated to the Archives by professor and former chair Edgar F. Harden. The minutes document the first democratic procedure for electing a departmental chair at SFU.

Physical description: 13 cm of textual records

Restrictions on access:

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-25-10-0-0-1	File - Minutes 1/3	1967 - 1969	Restricted in whole	25-16
F-25-10-0-0-2	File - Minutes 2/3	1967 - 1969	Restricted in whole	25-16
F-25-10-0-0-3	File - Minutes 3/3	1967 - 1969	Open	25-16