SFU OFFICE OF THE VICE-PRESIDENT, ACADEMIC AND PROVOST

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MEMORANDUM

ATTENTION	Senate	**DATE**	March 19, 2015
FROM	Jon Driver, Vice-President, Academic and Provost, and Chair, SCUP	**PAGES**	1/1
RE:	Faculty of Applied Sciences: Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research (SCUP 15-13)		

At its March 11, 2015 meeting, SCUP reviewed and approved the establishment of the Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research as a Centre for a five-year term.

Motion:

That Senate approve the establishment of the Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research as a Centre for a five-year term.

c: N. Rajapaske
     J. Pei

SIMON FRASER UNIVERSITY   ENGAGING THE WORLD

SFU OFFICE OF THE VICE-PRESIDENT, RESEARCH

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MEMORANDUM

ATTENTION Susan Rhodes, Secretary   **DATE** February 25, 2015
Senate Committee on University Planning
(SCUP)

FROM Norbert H. Haunerland   **PAGES** 1/1

RE: Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research

Attached is a proposal from Dr. Nimal Rajapaske, Dean, Faculty of Applied Sciences for the establishment of the Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research.

I recommend approval as a Research Centre according to Policy 40.01. Once approved by SCUP the proposal should be sent to Senate for approval and the Board of Governors for information.

Motion:
That SCUP approves the Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research as a Centre for a 5-year term.

Dr. Norbert Haunerland
Associate Vice-President, Research

Attachment

C: N. Rajapaske, Dean, Faculty of Applied Sciences

SIMON FRASER UNIVERSITY   ENGAGING THE WORLD

OFFICE OF THE DEAN
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MEMORANDUM

ATTENTION   Joy Johnson, Vice-President, Research   **DATE**   February 25, 2015

FROM   Nimal Rajapakse, Dean   **PAGES**   1/1

RE: SFU-Zhejiang University Joint Centre on Big Data (JCBD) research

Attached is a proposal to establish a centre in the Faculty of Applied Sciences:

As the Administrative Officer responsible for the overall governance and finances of the Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research, I would like to recommend recognition of the JCBC to be administered accordingly to Policy R 40, Faculty of Applied Sciences policies, and general policies of Simon Fraser University. A copy of the constitution is attached for your approval.

We do not foresee SFU's recognition of the JCBD Centre having any financial consequences for the Library.

Thank You.

attached: SFU-ZJU-JCBD Constitution

cc: Cathy Daminato, VP, Advancement and Alumni Engagement
Anita Stepan, Director, Finance and Budget, VPA
Erin Geary, Director, Advancement Services and Donor Relations

Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research

Simon Fraser University-Zhejiang University Joint Centre on Big Data (JCBD) research

1. Purpose

The purpose of creating the Simon Fraser University (SFU)-Zhejiang University (ZJU) Joint Centre on Big Data research is to provide a forum for faculty, scholars and students from both institutions to advance big data science research in Canada and China.

The proposed research centre is timely and it will strengthen ties between SFU's School of Computing Science and ZJU's College of Computer Science and Technology and School of Software Technology as the 10-year anniversary of the SFU-ZJU Dual Degree Program in Computing Science approaches in 2015. The Dual Degree Program is a flagship international initiative of SFU and ZJU. This new initiative also aligns with SFU's international engagement strategy for developing deeper and mutually beneficial relationships with selected countries identified in the International Strategic Plan.

The SFU-ZJU Joint Centre on Big Data research (JCBD) will foster research collaborations in big data science, champion training of graduate students and connect research with industry applications. Big data applications are wide-reaching, with potential for innovations in the environment, health sciences, medicine, engineering, business, social sciences and humanities and other disciplines.

JCBD will strengthen SFU's leadership position in big data research by providing a formal international linkage with one of China's leading academic institutions. In addition to exchanges, SFU researchers will access data mining labs located at ZJU in Hangzhou, China. ZJU researchers will gain access to data in SFU's big data labs, such as the Data Mining and Database Lab, the Computer Graphics Lab, the Computer Networks Lab, the Machine Learning Lab, the High-Performance Computing Laboratory and Vancouver Institute for Visual Analytics Laboratory. Furthermore, the Computing Science's Graduate Dual Degree Program (GDDP) and the newly launched Professional Master's Program in Big Data will complement the education objectives of JCBD.

2. Objectives

The objectives of the SFU-ZJU Joint Centre on Big Data research are:

- To create a platform for SFU's Faculty of Applied Sciences and ZJU's College of Computer Science and Technology and School of Software Technology faculty, scholars and graduate students to work together to engage in innovative research in big data science. It is expected that selected researchers from other academic units in both institutions will also participate in collaborations.

- To connect research with industry applications, facilitate transfer of big data technology to industry in Canada and China and promote industrial collaboration between the countries.

- To provide access to specialized labs and resources at the partner institutions to support research and training of students.

3. Activities

At its initial stage, the major activities of the JCBD include:

- Organize annual workshops, alternately at SFU and ZJU, to foster new research collaborations between the two universities.
- Identify key areas of big data research with high-impact potential and develop research proposals for joint funding.
- Support graduate students, particularly those enrolled in the Graduate Dual Degree Program in Computing Science (GDDP students), to engage in fundamental and applied research related to big data science.
- Pursue jointly grant applications and industry collaborations.
- Identify and pursue advancement opportunities for long-term sustainability and success of the JCBD.

4. Governance

The Joint Centre on Big Data research (JCBD) is constituted as a Research Centre at Simon Fraser University under the terms of SFU Policy R 40.01: RESEARCH CENTRES AND INSTITUTES, and comes under the direct authority of the Dean, Faculty of Applied Sciences, and conducts its affairs in accordance with all other University policies.

JCBD is housed within the School of Computing Science in the Faculty of Applied Sciences at SFU.

JCBD functions in coordination with its partner, the Machine Learning and Data Mining Labs located at ZJU.

A joint Steering Committee will govern the JCBD and will include two co-Directors, one from Simon Fraser University and one from Zhejiang University.

SFU's co-Director shall be appointed by the Dean of Applied Sciences under advisement from the Steering Committee. A second co-Director from Zhejiang University will be a faculty member appointed by Zhejiang University. Co-Directors will serve a renewable three-year term.

The SFU co-Director's tasks include the following responsibilities, which he/she may delegate but not abrogate.
- Overseeing the day-to-day management of JCBD;
- Overseeing JCBD's finances managed by SFU;
- Recruiting members from SFU;
- Hiring JCBD personnel, including support staff and research assistants;
- Preparing the annual report to the Dean, Faculty of Applied Science and Vice-President, Research.

It is expected the co-Director from ZJU will take on similar responsibilities at their university.

The Steering Committee:

- Members of the Steering Committee serve two-year renewable terms.
- The task of the Steering Committee is to determine the overall direction of JCBD and to oversee the management of its operations. While it normally operates by consensus, when necessary it can make decisions by majority vote, including the appointment of new members of the Steering Committee.
- Steering Committee members are:
  o Dean, Faculty of Applied Sciences, SFU (chair)
  o Director, School of Computing Science, SFU
  o Director, Dual Degree Program, SFU
  o co-Director of JCBD from SFU
  o Dean, College of Computer Science and Technology, ZJU
  o Dean, School of Software Technology, ZJU
  o co-Director of JCBD from ZJU
- In future two industry members, one based in China and one in Canada, will be invited to join the Steering Committee to provide guidance from an industrial perspective.

An annual report on the JCBD's activities and financial status from April 1 to March 31, including the current membership of JCBD and Steering Committee will be submitted to the Dean, Faculty of Applied Sciences, by the SFU co-Director before June 30th of each year and to the Vice-President Research by August 31st of each year.

Membership: Any faculty member doing research in the general field of big data science, at Simon Fraser University or Zhejiang University can apply to become a member of JCBD. Postdoctoral fellows, research associates, and graduate students can apply to become associate members of JCBD. The co-Directors of JCBD make recommendations accordingly. The Steering Committee approves the membership applications.

5. Funding:

Funding for the activities of the JCBD during the first 3 years will be through the School of Computing Science at SFU with start-up support from the Faculty of Applied Sciences Dean's Office.

In future, JCBD expects to be self-sustained through research grants and industry funding. Nominal support may be provided through the school subject to the availability of funding.

Research grants will be sought through joint efforts in Canada and China. Potential funding opportunities include the International Collaboration Program of the National Science Foundation of China and the Ministry of Science and Technology of China, and NSERC international and industry collaborative programs.

Proposed annual expense for JCBD in the first three years is as follows:

Budget item	Expected cost/year
Administrative support (0.15 FTE)	$10,500
Annual workshop, steering committee meeting, faculty research visit to ZJU	$20,000
Faculty exchange to SFU for 2 people	$8,000
Total expected annual budget	**$38,500**

From: Megan Crouch <mcrouch@sfu.ca>
Subject: **Library report: SFU-ZJU Joint Centre on Big Data**
Date: March 2, 2015 1:12:45 PM PST
To: Valerie Murdoch <murdoch@sfu.ca>

Dear Val,

I have reviewed the proposal for the SFU-ZJU Joint Centre on Big Data and have determined that no additional resources will be required from the Library.

The Centre has therefore be added to the appropriate list at http://www.lib.sfu.ca/collections/course-assessments
This will be enough to indicate library sign-off as it moves through the approval process.

Please let me know if you have any questions.

Best,
Megan

Megan Crouch
Health Sciences Librarian
Collections Librarian
Simon Fraser University Library
Tel: 778.782.4962
I am on campus Tuesday through Friday until 2pm, and work from home on Mondays

Library Course Assessments

The Library participates in the course approval process for new courses at both the undergraduate and graduate levels. By Senate motion (S.93-11) "no new course should be approved by Senate until funding has been committed for necessary library materials." A Library review should be conducted after new course proposals have been approved by the department or school curriculum committee, before being considered by the Faculty curriculum committee. New courses will not be approved at the Senate Committee on Undergraduate Studies (SCUS) or Senate Graduate Studies Committee (SGSC) until a Library review has been completed. Even if the department states that no new library resources are required, a report from the Library is required to confirm this view.

To submit course proposals for review by the Library, forward the following materials to Megan Crouch @ lib-courseassessment@sfu.ca.

- course proposal forms
- complete course outline
- reading list created for the course, if any
- date of Faculty curriculum committee meeting (or other deadline for library report)

Please send the above materials at least two weeks prior to your deadline.

An assessment will be done to evaluate whether the Library's holdings and present collection development activities are adequate to support the new course. If no new library resources are required, the course will be added to the appropriate list below indicating the library is adequately resourced to support the course.

If additional library resources are required, a full report will be created and linked below, and the associated costs will be identified. The costs may be one-time, to fill gaps in holdings, or ongoing, for example, to start new journal subscriptions, or sustain book collecting in areas not now included in the Library's collection scope. If costs are attached, the department or school is asked to transfer the required funds to the Library's materials budget. Questions about the process can be directed to Megan Crouch @ lib-courseassessment@sfu.ca.

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No additional Library resources required

Unless otherwise indicated, these courses require no additional library resources based on a course location of SFU Burnaby. In many cases, if the courses were to be offered at SFU Surrey or Vancouver or as off-campus courses, additional Library costs might be involved. Please contact Megan Crouch @ lib-courseassessment@sfu.ca for details.

Chronic Pain Research Institute

Graduate Certificate in Curriculum and Instruction: Teaching Greek as an Additional Language

Pacific Blue Cross - SFU Computational Health Informatics Research Centre

SFU-JLU Joint Centre for Bioarchaeological Research (JCBR)

SFU-Zhejiang University Joint Centre on Big Data (JCBD)

ARCH 531, 541, 551, 561

BISC 471 (Sensory Biology)

BPK 443, 458 (KIN 458), 482

BUS 656, 719, 723, 724, 725, 726, 729, 875, 876

CHEM 433

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FPA 105, 888

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PHIL 121, 221, 358

PHYS 132, 133

SAR 890

SCI 191

URB 647

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Completed Library course assessments

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<u>Senate Approved Library Course Assessments</u>

Senate document numbers appear in brackets where available, e.g. (S.11-7)

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