



8888 University Drive, Burnaby, BC  
Canada V5A 1S6

TEL: 778.782.3925  
FAX: 778.782.5876

vpacad@sfu.ca  
www.sfu.ca/vpacademic

**MEMORANDUM**

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**ATTENTION** Senate  
**FROM** Bill Krane, Acting, Vice-President,  
Academic and Provost, and Chair, SCUP  
**RE:** Indigenous Research Institute (SCUP 11-34)

**DATE** August 4, 2011  
**PAGES** 1/1

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At its July 6, 2011 meeting SCUP reviewed and approved the proposal for the establishment of the Indigenous Research Institute.

**Motion**

That Senate approve the proposal for the establishment of the Indigenous Research Institute as an Institute for a five year term.

encl.

c: T. Perry  
W. Lindsay



OFFICE OF THE VICE-PRESIDENT, RESEARCH

Norbert H. Haunerland, Ph.D.

Associate Vice-President, Research  
Professor of Biological Sciences

MAILING ADDRESS  
8888 University Drive  
Burnaby BC Canada  
V5A 1S6

TEL: 778.782.4152  
FAX: 778.782.4860

sfuavpr@sfu.ca  
www.sfu.ca/vpresearch

**ATTENTION Sarah Dench, Secretary  
Senate Committee on University Planning (SCUP)**

FROM Norbert Haunerland, Associate Vice President, Research

RE Indigenous Research Institute

DATE May 30, 2011

Attached is a proposal from William Lindsay, Director, Office for Aboriginal Peoples for the establishment of the Indigenous Research Institute.

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

Motion:

That SCUP approves the Indigenous Research Institute as an Institute for a 5 year term.

Dr. Norbert Haunerland  
Associate Vice-President, Research

Attachment

C: W. Lindsay, Director, Office for Aboriginal Peoples

**CONSTITUTION  
TERMS OF REFERENCE  
INDIGENOUS RESEARCH INSTITUTE  
SIMON FRASER UNIVERSITY**

Statement of Special Purpose

The purpose of the Indigenous Research Institute is (1) to promote research in areas related to Indigenous peoples — in particular, the Aboriginal peoples of Canada — and in a larger context, those of the global community, and (2) to facilitate community-based projects with Indigenous partners. The Institute will promote research by bringing together the expertise of Indigenous individuals, groups, and organizations with that of the academic community, to engage in work that meets goals and objectives that is specified by and meaningful to both Indigenous and academic individuals and groups. A meaningful aspect of this process will be the facilitation of communication between Indigenous individuals/communities and the university. The Institute will also promote collaborative research projects within the university and will seek and support internal and external funding for the promotion and pursuit of such research.

Membership

Members of faculty and graduate students at Simon Fraser University who carry on active research related to Indigenous peoples — in particular, the Aboriginal peoples of Canada — may become members of the Institute. Prospective members will apply directly to the Institute's steering committee, which will determine and approve eligibility for membership.

Statement of Internal Governing Procedures

The Indigenous Research Institute is identified as a Research Institute in the sense of SFU Policy R40.01, and reports to the Vice-President, Research. The Indigenous Research Institute will comply with Simon Fraser University policies in all its activities and affairs. The term of the Institute is five years as per SFU Policy R 40.01.

An annual report on the Institute's activities and financial status from April 1 to March 31, including the current membership of the Institute and steering committee, will be submitted to the Vice-President, Research by June 30th of each year.

The Institute will be governed by a steering committee, made up of at least six members of the Institute. Members of the steering committee will be appointed by the Director upon nomination by members of the Institute. Steering committee members will normally serve terms of two years.

The steering committee is to determine the overall direction of the Institute and to oversee management of its operations. While it normally operates by consensus, when

necessary it can make decisions by majority vote, including the nomination of new members of the steering committee.

The list of current steering committee members for the Institute, as of May 2011, is composed of members of the ad hoc steering committee responsible for formulating this constitutional document. This includes: Dr. Tom Perry, Associate Professor and Chair, Department of Linguistics; Dr. Eldon Yellowhorn, Associate Professor and Director, First Nations Studies Program; Dr. Vicki Kelly, Assistant Professor, Faculty of Education; Dr. Mary Ellen Kelm, Canada Research Chair in Aboriginal History; Dr. annie ross, Assistant Professor, First Nations Studies; and William G. Lindsay, Director, Office for Aboriginal Peoples.

### The Institute Director

The Institute Director will be appointed by the Vice-President, Research, upon a nomination by and from the steering committee of the Institute. The term of appointment would normally be for a three-year period, renewable upon mutual agreement.

Operational responsibility for internal governance and management of activities of the Institute lies with the Director, who develops Institute policies in consultation with the steering committee.

The Director's specific tasks — which the Director may delegate but not abrogate — include but are not limited to the following responsibilities:

- Chair the steering committee
- Oversee Institute activities and meetings
- Oversee Institute finances
- Recruit members
- Hire requisite Institute personnel, including support staff and research assistants
- Prepare an annual report to be submitted to the Vice-President, Research

### External Consultation

The steering committee may choose to establish various advisory committees consisting of members of the Institute, members of Indigenous communities, and others, in order to connect the work of the Institute with the interests and concerns of these Indigenous communities. Membership on these committees will be at the invitation of the steering committee.

### Funding Statement

Some initial funding for the activities of the Institute will be provided by the Office for Aboriginal Peoples and other sources internal to Simon Fraser University.

Additional and ongoing funding will be secured from sources external to the university.

May 2011



# 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 Gwen Bird, Associate University Librarian, Collections Services:

- 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)

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 [Gwen Bird](#).

## **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 Gwen Bird for details.

Centre for Research on International Education

Centre for the Study of Gender, Social Inequities and Mental Health

Indigenous Research Institute

Research Institute for the Prevention and Management of Chronic Diseases

Stavros Niarchos Foundation Centre for Hellenic Studies

ARCH 321, 331, 329, 339

B.Sc. in Biomedical Physiology (School of Kinesiology)

BUS 728

CHEM 109, 266, 283, 330, 363

CMPT 130, 135, 375

ENGL 432, 433

ENV 100, 200, 300, 391, 400, 450, 491, 650

EVSC 100, 205, 399, 499

FNST 333, 376, 462

FREN 344

GEOG 318, 486

Graduate Diploma in Public Health Practice

GSPP 817, 818, 819, 820, 821, 822, 823, 824, 827, 828, 829

HIST 311, 330, 463, 476,

HSCI 726, 727, 845, 843, 902, 903, 904, 905, 983, 990, 998

IAT 375

IS 802

MBB 446, 462, 746, 761, 762, 821, 822, 823, 861, 862, 863

PHYS 833

POL, 450

PUB 132, 200, 210, 212

REM321/ENV321

STAT 305

### **Completed Library Course Assessments**

BUS 467, 489

CRIM 436, 380, 458, 459, 480, 481

ENSC 280

ENSC 430, 432, 436

HSCI 8XX

HSCI PhD and ILIAD

IS 804, 815, 835

MA in Humanities

Senate Approved Library Course Assessments