

SIMON FRASER UNIVERSITY

Office of the Vice-President, Academic

MEMORANDUM

To: Senate

From: J.M. Munro, Chair, Senate Committee on Academic Planning

Subject: Centre for Education, Law and Society (C.E.L.S.)

Date: April 11, 1994

Action undertaken at the meeting of the Senate Committee on Academic Planning on March 30, 1994 gives rise to the following motion:

Motion: "That Senate approve and recommend to the Board of Governors as set forth in S.94 - 36 , formal approval of the Centre for Education, Law and Society (C.E.L.S.) under Policy R 40.01."

J.M. Munro

SIMON FRASER UNIVERSITY

MEMORANDUM
OFFICE OF VICE PRESIDENT, RESEARCH

TO: Alison Watt
Secretary, Senate Committee
on Academic Planning (SCAP)

FROM: Bruce P. Clayman
Vice President, Research
(Acting)

SUBJECT: Centre for Education, Law and Society (C.E.L.S.) DATE: March 7, 1994

I attach a proposal from Dr. Mike Manley-Casimir (Acting) Associate Dean in the Faculty of Education for the official establishment of the Centre for Education, Law and Society (C.E.L.S.) My 1993 review of Centres and Institutes revealed the fact that this Centre has never received formal approval under Policy R40.01 which governs all Centres and Institutes.

The Governing Committee for Centres and Institutes recommends that the Centre be granted approval by SCAP at its next meeting. Once approved by SCAP, the proposal is to be forwarded to the next meeting of Senate, followed by submission to the Board of Governors.

Governing Committee:



Bruce P. Clayman
Vice President, Research
(Acting)



John M. Munro
Vice President, Academic

Attachment

SIMON FRASER UNIVERSITY

Faculty of Education

Memorandum

To: Robin Barrow, Dean
Faculty of Education

From: Mike Manley-Casimir
Associate Dean (Acting)

Re: C.E.L.S.

Date: February 28th, 1994

Please approve the attached proposal for the Centre for Education, Law and Society as a Schedule A Centre under University Policy R.40.01. Designation as a Schedule A Centre implies that the Centre shall be accountable to the Dean of Education who is identified as the Administrative Officer responsible for the governance and budgetary accounts of the Centre.

Please sign this memorandum approving the request and send the documents on to Dr. Bruce Clayman, Vice President (Acting) for Research.

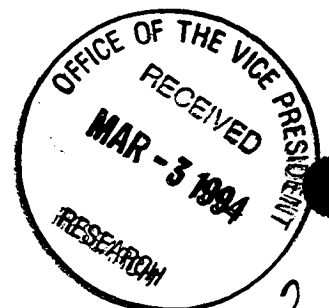


Mike Manley-Casimir

MMC:em
Attach.



R. Barrow
Dean
Faculty of Education



APPLICATION TO ESTABLISH A CENTRE FOR EDUCATION, LAW AND SOCIETY

1. The name of the Centre shall be the "Centre for Education, Law, and Society" (CELS) housed in the Faculty of Education

2. **Aims of the Centre:**

- a. To promote, encourage and conduct research and development in the intersections of education, law and society; such initiatives may include, but not be limited to, programs and associated projects in the areas of:
 - i) law-related education (the improvement of the teaching of law in and through the school curriculum—kindergarten to grade 12);
 - ii) the use of simulations, role drama, mock trials and historical trials as teaching methods;
 - iii) alternative dispute resolution (mediation, conciliation, and arbitration);
 - iv) human rights in provincial, national and international contexts;
 - v) law and educational policy;
 - vi) international law and world order.
- b. To build links and facilitate the exchange of ideas between scholars and practitioners in cognate fields (e.g., political science, business, criminology, philosophy), on campus as well as with community agencies (e.g., the International Arbitration Centre), and other provincial, national and international institutions and universities.
- c. To develop and conduct workshops, conferences, training sessions, field studies for classroom teachers involved in teaching in these areas and for other publics as appropriate;
- d. To provide assistance and expertise in applied research and program development to community groups interested in developing projects in the intersection of education, law and society.
- e. To organize and conduct seminars, colloquia, symposia and conferences for the academic and professional communities interested in issues of education, law and society.

3. **Organization and Governance**

Policy for CELS shall be set by an Advisory Committee on Education, Law and Society.

i) ***Committee on Education, Law and Society***

This Committee shall consist of at least 2 faculty members from academic units outside the Faculty of Education, e.g., Criminology, Philosophy, Political Science and Sociology inter alia, and 3 from the Faculty of Education. At no time shall there be fewer than 5 faculty members on the Advisory Committee.

In addition the Committee shall include the Executive-Director of C.E.L.S.

Initial membership shall be by invitation of the Dean of Education and approved by the Deans' Governing Committee. Members shall serve for either a one (1) year or two (2) year term at their discretion.

Future Committee members shall be appointed by the Deans' Governing Committee upon the recommendation of the Dean of Education. Should more than one Advisory Committee member resign during the year, the Deans' Governing Committee shall appoint one or more faculty members to equal five.

The Advisory Committee is responsible for:

- establishing the general policy of the Centre from year to year;
- ensuring that appropriate university policies are followed.

Decisions of the Advisory Committee shall be by simple majority vote of the members. In case of a tie vote on any matter, the Chair may cast the deciding vote.

ii) ***Director of C.E.L.S.***

The Director shall be appointed to a three-year term (renewable) from the membership of the Advisory Committee by the Deans' Governing Committee (per R40-01) on a majority recommendation of the Advisory Committee. Since the Centre is housed in the Faculty of Education, the Director shall be a member of this Faculty.

In addition to chairing meetings of the Advisory Committee, the Director:

- liaises/consults with the Deans' Governing Committee, other academic personnel, the members of the Advisory Committee, and the Executive Director;
- represents the Centre and the Advisory Committee both internally and externally;
- provides advice and assistance to the Executive-Director in the development of funding proposals and other matters relating to the day-to-day operation of the Centre as appropriate.

iii) **Executive Director of C.E.L.S.**

The Executive-Director shall be appointed by the Advisory Committee on the recommendation of the Director and following consultation with the Dean of Education. The appointment shall be for an indefinite term and contingent on funding. The appointment may be part-time or full-time depending on the availability of funds. The Executive Director may also simultaneously manage specific programs or projects as part of the Centre's mandate.

The Executive Director's role is to:

- administer the day-to-day operations of the Centre;
- coordinate the development and implementation of Centre programs;
- hire, negotiate contracts with, and supervise project managers and staff whenever appropriate and necessary;
- initiate programs and raise funds in consultation with the Director and Advisory Committee;
- Ensure that R40-01 is followed; that all contracts are administered properly in matters of publication rights, ownership of products, and compensation for services rendered in a manner consistent with university policy;
- develop and maintain communications internally and externally;
- within the overall policy established by the Advisory Committee develop objectives and strategies to carry out these goals;
- attend meetings of the Advisory Committee;
- brief regularly the Director and Advisory Committee on the activities of the Centre.

iv) **Staff**

Each program of the Centre (e.g., law-related education, alternative dispute resolution, et alia) shall, whenever funds permit, be managed by a program manager.

Each program manager is responsible for:

- managing the specific activities of the program;
- acting as principal researcher, curriculum developer or educator, as determined by the terms of the project;

- hiring and supervising contract staff in consultation with the Executive Director and Director of CELS;
- approving program expenditures less than \$1,000;
- writing proposals and reports, and assisting in raising funds to support the program and its development.

v) ***Membership***

Membership in the Centre is open to SFU faculty members with related research interests, professionals from the fields of education and law, and graduate students in related fields. Public and private agencies such as law firms, government ministries, foundations and national or international organizations of educators and lawyers and other related bodies may hold "corporate membership."

An External Advisory Committee may be established whose membership shall be by invitation of the Director and Executive Director.

vi) ***Advisory Committee***

The following individuals, invited by the Dean of Education to serve on the Advisory Committee, have agreed to do so:

Roland Case	Education
Wanda Cassidy	Education
Suzanne de Castell	Education
Michael Manley-Casimir	Education
Judith Osborne	Criminology
Patrick Smith	Political Science
Kelleen Toohey	Education