

SIMON FRASER UNIVERSITY

S.07-112

Senate Committee on University Priorities Memorandum

TO: Senate

FROM: John Waterhouse
Chair, SCUP
Vice President, Academic

RE: Centre for the Study of Educational
Leadership and Policy (SCUP 07-43)

DATE: September 24, 2007

At its September 12, 2007 meeting SCUP reviewed and approved the proposal for the creation of the Centre for the Study of Educational Leadership and Policy. This Centre will be a Schedule A Centre based in the Faculty of Education.

Motion

That Senate approve and recommend to the Board of Governors the creation of the Centre for the Study of Educational Leadership and Policy as a Schedule A Centre.

encl.

c: D. Laitsch

SIMON FRASER UNIVERSITY

MEMORANDUM OFFICE OF VICE-PRESIDENT, RESEARCH

TO: Sarah Dench, Secretary
Senate Committee on University
Planning (SCUP)

FROM: B. Mario Pinto
Vice-President, Research

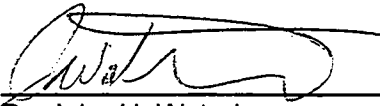
RE: Centre for the Study of Educational
Leadership and Policy

DATE: July 12, 2007

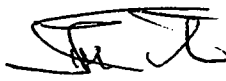
Attached is a proposal from Dr. Dan Laitsch, Faculty of Education for the establishment of the Centre for the Study of Educational Leadership and Policy as a Schedule A Centre.

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

Governing Committee:



Dr. John H. Waterhouse
Vice-President, Academic and Provost



Dr. B. Mario Pinto
Vice-President, Research

Attachment

C: D. Laitsch, Faculty of Education
P. Shaker, Dean, Faculty of Education

MEMO

ATTENTION: Mario Pinto, Vice-President, Research

FROM: John Waterhouse, Vice-President, Academic

RE: Establishment of Two Schedule A Centres – Centre for Art and Social

Change/Centre for the Study of Educational Leadership and Policy

DATE: June 14, 2007

I have reviewed documentation for two new proposed Schedule A Centres in the Faculty of Education. I requested changes to the Governance section of the Constitution for the Centre for the Study of Educational Leadership and Policy to clarify the appointment process for the Director, and these have now been made to my satisfaction. I approve the establishment of the Centre for Art and Social Change and the Centre for the Study of Educational Leadership and Policy as Schedule A Centres.



FACULTY OF EDUCATION



MEMO

Office of the Dean

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ATTENTION John Waterhouse / Mario Pinto	TEL 3925 / 4152
FROM Paul Shaker	
RE Establishment of 2 Schedule A Centres - Centre for Art and Social Change / The Centre for the Study of Educational Leadership and Policy	
DATE May 25, 2007	TIME 9:59 AM

Please find attached a request from Dr. Celeste Snowber and Judith Marcuse (Artistic Director of Judith Marcuse Projects) to establish an International Centre for Art and Social Change in the Faculty of Education. Also, there is a second request from Dr. Dan Laitsch to establish The Centre for the Study of Educational Leadership and Policy in the Faculty of Education at SFU Surrey. These requests have the support of the Executive Committee in the Faculty of Education.

Paul Shaker (Acting Dean)
for

PS:aln

cc: Celeste Snowber
Dan Laitsch

4.

**Simon Fraser University
Faculty of Education**

**Proposal for the Establishment of
The Centre for the Study of Educational Leadership and Policy at
SFU Surrey, May 2007**

The proposed leadership and policy centre will be devoted to the study of educational policy and leadership issues in international contexts, but more specifically in Canada and British Columbia.

The Centre for the Study of Educational Leadership and Policy at SFU (CSELP):

CSELP will primarily focus on research that supports the advancement and improvement of K-12 and Post-Secondary education in the province of British Columbia. The specific mission of the Centre will be to use a variety of academic and distributive resources to expand the public policy knowledge base and its role in developing leadership capacity in British Columbia.

Particular attention will be devoted to reviewing, coordinating, conducting, and disseminating scholarly research to improving policy and practice. The Centre will also work to strengthen communicative networks between researchers, policy makers, and practitioners to increase the power of research to inform the work of each constituent group. Within its mission to facilitate and extend theoretical and applied research into educational leadership and policy, activities of the Centre will include the following:

- Design, conduct, and disseminate research and scholarship to help practitioners, education leaders, researchers, and policymakers improve educational systems, policies, and practices.
- Regularly publish scholarship and research summaries of interest to stakeholder groups.
- Monitor, analyze, and evaluate research and materials produced by education organisations centred in British Columbia specifically, and North America more generally.
- Engage organisations active in education policy, leadership, and research issues through collaborative projects, workshops, publications, and issue focused dialogues.
- Collaborate with other BC post-secondary institutions in initiating institutional and systemic research.
- Examine policy transfer between Canada and other countries.

While the Centre will seek to include the work and expertise of members of the Faculty of Education broadly, as well as the general university community, current faculty who have expressed an interest in engaging with the work of the Centre include Dan Laitsch, Michele Schmidt, Michelle Nilson, Geoff Madoc-Jones, and Patrice Keats and Marianne Jacquet. The Centre will be connected with an active teaching program (i.e. the MA/Med and EdD programs in Educational Leadership); however, all resident and adjunct faculty and graduate students interested in engaging in research focused on education leadership and policy issues will be encouraged to contribute to the work of the Centre. The Centre will also be connected to the broader university community through a CTEF grant, *Education Systems and Outcomes in Diverse Communities*, a collaborative research effort that includes faculty from Economics, Education, Public Policy, Political Science, and Biological Sciences.

The work of the Centre will be electronically archived and a Web-based dissemination network established. While the Centre will host or support a variety of face-to-face activities (including

scholarly meetings, policy summits, and other interactive opportunities), it will also focus on building a strong electronic research community. The Centre is dedicated to issues of open access and the democratization of knowledge.

The North American Collaborative for Education Policy Studies (NACEPS):

The Centre will work closely with the Centre for Education Policy at George Mason University through NACEPS—an established international policy studies collaborative between the Faculty of Education at SFU and faculty at George Mason University. The key work of NACEPS revolves around two on-going initiatives: the *International Journal for Education Policy and Leadership* (co-edited by faculty at SFU and GMU); and *Surveying Educator Use of Research to Improve Professional Practice*, a current research project looking at the research to practice continuum.

CSELP will expand on the multi-national policy research agenda found in the general framework under which NACEPS operates. The focus of the expanded CSELP efforts will be on the use of research to facilitate improvements in policy and practice; through the primary activities of:

- Studying the use of research to inform policy
- Examining the transfer of policy and research between Canada and the United States
- Facilitating of international research communication and exchange
- Facilitating the exchange scholarship, as well as faculty and students between the two universities

The role of the CSELP and the North American Collaborative within the SFU Faculty of Education

The CSELP, based at the Surrey Campus, will support a number of the priorities identified in the Faculty of Education Three-Year Plan.

- Strengthening of educational leadership, particularly at the Surrey campus, through the emphasis of research use for improving policy and practice (Objective 5.5).
- Support the policy, research, and advocacy efforts of other research centres at Simon Fraser University, as requested (Objective 1.2, 6.1).
- Promote the improvement of teaching through the increased dissemination of research and research-based best practice (Objective 2.1).
- Examination, analysis, and engagement of policy structures that support the public school system, particularly around the recently enacted accountability contracts and learning outcomes (Objective 3.1).
- Emphasise the role of technology in policymaking, particularly as it relates to information dissemination, open government, and sunshine policies (Objective 2.4, 4.7).
- Develop a sophisticated electronic system to support the monitoring, dissemination, and implementation of education research and policy material (Objective 2.4, 3.2).
- Engagement of professional organisations in a two-way dialogue about education policy and research issues. (Objective 4.5, 5.1).

Support for the activities of the new centre will rest on funding sought from grant making organisations and foundations. As the mission and activities of the centres are institutionalised, additional support from the Faculty of Education may be requested as appropriate.

Proposed Constitution
of
The Centre for the Study of Educational Leadership and Policy
at Simon Fraser University, Surrey

1. Purpose

- 1.1. The Centre seeks to facilitate and extend theoretical and applied research into educational leadership and policy. Its goal is to become the premier source for ideas, resources, and practices in educational leadership and policy in British Columbia and Canada.
- 1.2. The Centre is affiliated with Simon Fraser University and conducts its activities in such a way as to enhance the reputation and the programs of the University.
- 1.3. The Centre is committed to developing long-term collaborative relationships with the education system in British Columbia and elsewhere, and with other research institutes and institutions of higher education, across Canada and internationally.

2. Governance

- 2.1. The Centre is constituted as a Schedule A Centre at Simon Fraser University under the terms of SFU Policy R 40.01, comes under the direct authority of the Dean of Education and conducts its affairs in accordance with all other University policies. A report on the Centre's activities and financial status from April 1 to March 31, including the current membership of the Steering Committee and the Advisory Board, is submitted to the Vice-President, Research, by the Director before June 30th each year.
- 2.2. The Director of the Centre is an SFU faculty member nominated by the Centre Steering Committee and approved by the Dean of Education. The Director serves a renewable three-year term. The Centre's first director will be a faculty member directly appointed by the Dean of Education from the initial membership of the Steering Committee.
 - 2.2.1. The Director's tasks include the following responsibilities, which he or she may delegate but not abrogate. When the Director is unavailable, these responsibilities devolve to the Deputy Director:
 - Chairing the Steering Committee;
 - Overseeing the Centre's finances;
 - Recruiting Affiliated Scholars;
 - Hiring Centre personnel, including support staff and research assistants;
 - Reporting to the Committee on University Centres.
- 2.3. The Steering Committee of the Centre consists of 3-5 employees or students of Simon Fraser University who also serve on the Advisory Board. While the Director acts as Chair of the Steering Committee, at least two other members of the Steering Committee

must also hold full-time tenured or tenure-track positions within SFU. Members of the Committee serve one-year renewable terms. Steering Committee members are nominated by the Director with annual confirmation by the sitting Committee members. The task of the Steering Committee is to determine the overall direction of the Centre 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, as well as the Director and the Deputy Director of the Centre. The Director must hold a full-time tenured or tenure-track position at SFU.

2.3.1. Initial Steering Committee members are:

Dan Laitsch, Ph.D., Faculty of Education
Geoff Madoc-Jones, Ph.D., Faculty of Education
Michelle Nilson, Ph.D., Faculty of Education
Michele Schmidt, Ph.D., Faculty of Education
Patrice Keats, Ph.D., RCC, Faculty of Education

2.4. The work of the Centre is guided by an Advisory Board, consisting of individuals with a demonstrated commitment to the development of educational leadership and policy in British Columbia and elsewhere. Invitations to join the Board are issued by the Director of the Centre; members serve for a three-year term, renewable by invitation. The Advisory Board meets at least once each year to review the Centre's activities and plans and provide advice to the Director and Steering Committee.

2.5. The work of the Centre is supported by Affiliated Scholars, who may be individuals from the university and external communities, and may include faculty, staff, or students. Status as Affiliated Scholar is approved by the Steering Committee based on the recommendation of the Director.

2.6. The institute will substantially finance its activities and initiatives by means of external funding; seed funding will be negotiated with the Dean of Education.

3. Activities

3.1. The Centre's activities are open to all interested parties, including faculty and students from across the University, and educators and others outside the University. The Steering Committee may establish various categories of membership in order to facilitate participation in and administration of its programs.

3.2. The Centre sponsors and organizes educational conferences, both in British Columbia and elsewhere, on its own or in collaboration with other institutions.

3.3. The Centre organizes other activities such as seminars, workshops, colloquia, and so on, and may enter into contractual arrangements with school districts or other institutions to

provide such activities for a fee. In such cases, the Centre will agree with the individuals involved in the activity on appropriate compensation for their work.

- 3.4. The Centre maintains a website on its activities, and may also publish a range of other materials, including newsletters, policy resources, learning guides, conference proceedings, scholarly works, applied research and publicity materials, in a variety of media.
- 3.5. The Centre seeks to encourage and facilitate research on educational leadership and policy, and to that end it provides opportunities and support for university faculty and students, teaching professionals, and other interested parties. Such support may include, for example, office space, administrative support, shared technical and other resources, and assistance in applying for external funding. Within the relevant SFU policies and guidelines, the Centre may charge for the services it provides.
- 3.6. The Centre seeks to attract long-term funding for its activities, and will pursue such opportunities in collaboration with the SFU Faculty of Education and the University as a whole as well as the broader educational community.

 SFUSIMON FRASER UNIVERSITY
LIBRARY

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 Applied Research in Mental Health & Addiction (CARMHA)

Centre for the Reduction of Violence Among Children and Youth

Centre for the Study of Educational Leadership and Policy

Centre for Policy Studies on Culture and Communities

International Centre for Art and Social Change (ICASC)

BISC 357, 418, 497

BUS 434

CMPT 464, 467

10.

Date: Thu, 12 Jul 2007 11:08:11 -0700
To: Valerie Murdoch <murdoch@sfu.ca>
From: "Megan L. Crouch" <mccrouch@sfu.ca>
Subject: Library Report: Centre for the Study of Educational
Leadership & Policy
Cc: Gwen Bird <gbird@sfu.ca>, "Natalie Gick" <ngick@sfu.ca>

Dear Val,

I have completed reviewing the proposal for the Centre for the Study of Educational Leadership & Policy and have determined that no additional library resources will be required to support it.

I have added the Centre to the appropriate list at <http://www.lib.sfu.ca/about/collections/courseassessments/Index.htm>. This will be adequate proof of library sign-off.

If you have any questions, please do not hesitate to contact me.

Regards,
Megan

Megan L. Crouch
Collections Librarian
Health Sciences Librarian
Liaison Librarian for Statistics and Actuarial Science
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