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MEMORANDUM

ATTENTION	Senate	DATE	May 4, 2011
FROM	Jon Driver, Vice-President, Academic and Provost, and Chair, SCUP	PAGES	1/1
RE:	Faculty of Arts and Social Sciences: Centre for Hellenic Studies (SCUP 11-20)		

At its May 4, 2011 meeting SCUP reviewed and approved the proposal for the establishment of the Centre for Hellenic Studies.

Motion

That Senate approve the proposal for the establishment of the Centre for Hellenic Studies as a Centre for a five year term.

encl.

c: J. Craig
C. Daminato

A handwritten signature in blue ink, appearing to be "J. Craig", is written over the distribution list.



OFFICE OF THE VICE-PRESIDENT, RESEARCH

Norbert H. Haunerland, Ph.D.

Associate Vice-President, Research
Professor of Biological Sciences

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

FROM Norbert Haunerland, Associate Vice President, Research

RE Centre for Hellenic Studies

DATE April 27, 2011

Attached is a proposal from Dr. John Craig, for the establishment a Centre for Hellenic Studies.

I recommend approval as a research Centre according to Policy 40.01. Once approved by SCUP the proposal should be sent to Senate and the Board of Governors for information. It is my understanding that this Centre may be named for a donor and that consultation for this naming will happen concurrent with this proposal.

Motion:

That SCUP approves the Centre for Hellenic Studies as a Centre for a 5 year term.

Dr. Norbert Haunerland
Associate Vice-President, Research

Attachment

C: Dr. John Craig, Dean, Faculty of Arts and Social Sciences



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MEMORANDUM

ATTENTION Mario Pinto, VP, Research
FROM John Craig, Dean
RE: Centre for Hellenic Studies

DATE April 26, 2011
PAGES 1/4

I am writing in support of Centre for Hellenic Studies. As SFU's expertise in Hellenic Studies grows and attracts local, national and international attention, this Centre will provide a point through which researchers can interact with the larger community, and which can organize and highlight research activities in Hellenic Studies at SFU.

Sincerely

A handwritten signature in black ink, appearing to read 'John Craig', is written over a light blue horizontal line.

John Craig,
Dean

The Centre for Hellenic Studies

1 Purpose

- 1.1 The Centre will coordinate the research, teaching and community activities for Hellenic Studies.

The purpose of the Centre for Hellenic Studies is the promotion of research, teaching and international academic collaboration in the study of Greek history, language and culture and the wider Hellenic world. The Centre supports and promotes research, publications, colloquia, conferences, seminars, workshops, visiting speaker series and library resources in fields relevant to Hellenic Studies. The Centre encourages cross-disciplinary and comparative activities at the University and mutually beneficial links between the University and local communities. The Centre will organize an annual seminar on *Hellenism in Global Contexts*.

- 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.

2 Governance

- 2.1 The Centre is constituted as a research centre at Simon Fraser University under the terms of SFU Policy R 40.01, comes under the direct authority of the Dean, Faculty of Arts and Social Sciences and conducts its affairs in accordance with all other University policies.
- 2.2 An annual report on the Centre's activities and financial status from April 1 to March 31, including the current membership of the Centre and Advisory Board, will be submitted to the Dean, Faculty of Arts and Social Sciences, by the Director before June 30th of each year and to the Vice-President Research by August 31st of each year.
- 2.3 Membership in the Centre will consist of individuals with an academic interest in the study of Hellenic societies and culture. Member status will be proposed by the director and approved by the Advisory Committee.
- 2.4 The Centre is governed by an Advisory Committee and headed by a Director. Meetings of the Advisory Committee will normally take place once a semester.
- 2.5 The Director of the Centre is an SFU faculty member appointed by the Dean, Faculty of Arts and Social Sciences, on the recommendation of the Advisory Committee of the Centre. The term of office of the Director will normally be five (5) years. In the absence of a Director, an Acting Director may be appointed from the Advisory Committee.

- 2.6 The Director's tasks include the following responsibility, which he/she may delegate but not abrogate.
- Chairing the Advisory Committee;
 - Overseeing the Centre's finances;
 - Recruiting members;
 - Hiring Centre personnel, including support staff and research assistants;
 - Preparing the annual report to the Dean, Faculty of Arts and Social Sciences, and Vice-President, Research.
- 2.7 The Advisory Committee:
- Consists of 6 faculty members including the Director, who will serve as Chair, and the Chair of the Department of History or delegate as ex-officio member.
 - All members of the Advisory Committee must hold full-time tenured or tenure-track positions within SFU. Members of the Committee serve one-year renewable terms.
 - The composition of the Committee will represent as much as possible the range of disciplinary perspectives of the faculty members affiliated with the Centre. At least 2 members of the Committee will be members of the Department of History and its program in Hellenic Studies.
 - The task of the Advisory 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 Advisory Committee.
 - Initial Advisory Committee members are:
 - André Gerolymatos, Professor of Modern Greek History, Chair of Hellenic Studies
 - Dimitris Krallis, Assistant Professor, Byzantine History
 - David Mirhady, Associate Professor, Classics
 - Paul Sedra, Assistant Professor, Modern Near East
 - Emily O'Brien, Assistant Professor, Renaissance History
 - Chair, Department of History (ex officio)

3. Funding

- 3.1 Initial funding for the activities of the Centre will be provided by an endowment from the Stavros Niarchos Foundation.
- 3.2 Additional and ongoing funding will be secured from sources external to the university.



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

Research Institute for the Prevention and Management of Chronic Diseases

Stavros Niarchos Foundation Centre for Hellenic Studies

ARCH 330, 331, 338, 339

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

BUS 728

CHEM 266, 283, 330, 363

CMPT 135, 375

ENGL 432, 433