



OFFICE OF THE VICE-PRESIDENT, ACADEMIC AND PROVOST

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www.sfu.ca/vpacademic**MEMORANDUM**

ATTENTION	Senate	DATE	September 15, 2015
FROM	Jon Driver, Vice-President, Academic and Provost, and Chair, SCUP	PAGES	1/1
RE:	Faculty of Science: Centre for High-Throughput Chemical Biology (SCUP 15-27)		

At its September 9, 2015 meeting, SCUP reviewed and approved the establishment of the Centre for High-Throughput Chemical Biology (C-HTCB) as a Centre for a five-year term.

Motion:

That Senate approve the establishment of the Centre for High-Throughput Chemical Biology (C-HTCB) as a Centre for a five-year term.

c: C. Cupples
D. Vocadlo



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MEMORANDUM

ATTENTION Susan Rhodes, Secretary
Senate Committee on University Planning
(SCUP)
DATE August 19, 2015

FROM Norbert H. Haunerland
PAGES 1/1
RE: Centre for High-Throughput Chemical Biology

Attached is a proposal from Dr. David Voadlo, Professor in the Department of Chemistry and the Department of Molecular Biology and Biochemistry for the establishment of the Centre for High-Throughput Chemical Biology (C-HTCB).

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 Centre for High-Throughput Chemical Biology (C-HTCB) as a Centre for a 5-year term.

A handwritten signature in dark ink, appearing to read 'Norbert Haunerland', is written over a horizontal line.

Dr. Norbert Haunerland
Associate Vice-President, Research

Attachment

C: Claire Cupples, Dean, Faculty of Science
David Voadlo, Professor, Chemistry and Molecular Biology and Biochemistry



FACULTY OF SCIENCE
Dean of Science

Received by
AUG 17 2015

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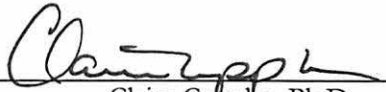
Vice President Research Office
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MEMORANDUM

ATTENTION	Norbert Haunerland, Associate Vice-President, Research	DATE	August 6, 2015
FROM	Claire Cupples, Dean, Faculty of Science	PAGES	1
RE:	Centre for High-Throughput Chemical Biology		

It is my pleasure to enthusiastically support the formation of the proposed Centre for High-Throughput Chemical Biology as a Research Centre under Policy R 40.01. This Centre builds upon the expertise and equipment amassed by Drs. David Vocadlo and Roger Linington in the Department of Chemistry, with funding from the Canadian Foundation for Innovation, the Canada Research Chair program, the National Institutes of Health, and the Faculty of Science, along with an equipment donation from Merck Frosst. The Faculty of Science has also provided two dedicated laboratory spaces in TASC II for the establishment of the Center's infrastructure, and is in the process of carrying out the needed renovations.

This financial and in-kind investment from many partners will greatly enhance the collaborative research of many faculty members and students within SFU, and facilitate their interactions with scientists at other universities in Canada and abroad. The Centre will provide the intellectual home for researchers and their students.



Claire Cupples, Ph.D.

CC/ew

Cc: D. Vocadlo, Professor, Chemistry and Molecular Biology and Biochemistry

Attachment

FACULTY OF SCIENCE

DR. DAVID J. VOCADLO
Professor
Department of Chemistry
Department of Molecular
Biology and Biochemistry
TEL: 778.782.3530
FAX: 778.782.3765
dvocadlo@sfu.ca

STREET ADDRESS
8888 University Drive
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08 - May, 2015

Dear Dr. Cupples:

Please accept the attached proposal for the formation of the Centre for High-Throughput Chemical Biology (C-HTCB).

The C-HTCB is a facility to be established in the Faculty of Science that will serve as a resource for researchers in the life sciences who span Departments including MBB, Chemistry, Biology, and BPK. The facility is intended to enable researchers to use leading edge methods in high-throughput screening of both small molecules libraries to perform chemogenomics studies as well as siRNA or shRNA libraries to identify proteins involved in particular cellular pathways. The facility will facilitate training of researchers in high-throughput technologies as well as enable researchers to collect preliminary data to support grant applications as well as the identification of probe molecules that could support translationally oriented research. C-HTCB will serve the wider community including investigators at other institutions and companies – fitting the “Engaged” mandate of SFU.

With your approval, C-HTCB will be initially directed by me and the initial members of the Steering Committee will be Glen Tibbits, Robert Young, Esther Verheyen, and David Vocadlo.

Please do not hesitate to contact me with any questions regarding this initiative.

Sincerely,



David Vocadlo
Professor of Chemistry
Professor of Molecular Biology and Biochemistry
Canada Research Chair in Chemical Glycobiology



SIMON FRASER UNIVERSITY
FACULTY OF SCIENCE

Centre for High-Throughput Chemical Biology

1. Purpose

The Centre for High-Throughput Chemical Biology (CHTCB) will permit researchers from different life science disciplines to identify new molecular pathways involved in regulating cellular physiology as well as small molecules that can influence the function of enzymes and proteins. To accomplish these aims a suite of liquid handling robots, bolstered by microscopy and various pieces of analytical equipment, will be assembled within the Centre to facilitate screening libraries of molecules for those that elicit an effect in a wide variety of assays. These libraries of molecules can be chemical libraries, composed of small chemical compounds that can be used in either cells or with purified proteins. Libraries can also be a mixture of natural product extracts from different organisms. Or they may be nucleic acids, such as short interfering RNA (siRNA) molecules or small hairpin (shRNA), which are known as siRNA and shRNA libraries respectively. These RNA libraries contain RNA molecules that are able to block the production of specific proteins within cells, which in turn enables researchers to perform screening to identify proteins involved in signaling pathways of interest.

The Centre will serve to increase the research competitiveness of Simon Fraser University researchers by enabling high throughput screening at the university and by:

- a) Facilitating the gathering of preliminary data to support grant applications by faculty members as well as to provide guidance on assembling grants involving aspects of high throughput screening,
- b) Providing basic training to faculty and trainees at Simon Fraser University in modern methods in molecular biology, biochemistry, and chemistry using high throughput screening,
- c) Helping to coordinate the acquisition, maintenance, and support of equipment for high-throughput screening at Simon Fraser University,
- d) Drive fundamental and translationally oriented discoveries that could lead to downstream translational research,
- e) Serving as a point of contact for industry interested in using the facility and facilitating interactions between industry and interested SFU investigators.

2. Governance

1. The Centre is constituted as a Research Centre and is administered according to Policy R 40.01 and other relevant policies of Simon Fraser University. Annual reports on all activities and finances are provided to the Dean of Science. The Centre will recognize the Faculty of Science

and Simon Fraser University in all its research, education and service activities. The Centre may use the names of the Faculty of Science and Simon Fraser University in support of its activities, including in the solicitation of funding. The Centre may receive administrative assistance from the Faculty of Science and Simon Fraser University according to the provisions of Policy R 40.01. The Faculty of Science and Simon Fraser University may also promote the interests of the Centre within the University and wider community.

2. The Director of the Centre shall be a tenured or tenure-track faculty member within the Faculty of Science, appointed by the Dean of Science upon nomination by the Steering Committee. The appointment will be subject to a ratification vote by members of the Centre (excluding affiliate members). A positive ratification is where the majority of those voting support the appointment. The Director serves a renewable three-year term.
3. The Centre is governed by a Steering Committee chaired by a Director. The Director is responsible for the administration of the Centre and includes the following responsibilities:
 - a. Chairing the Steering Committee
 - b. Overseeing the Centre's finances
 - c. Recruiting members
 - d. Hiring and supervising personnel including support staff and research assistants dedicated to the Centre
 - e. Preparing the Centre's annual report
4. The Steering Committee consists of a minimum of 4 faculty members including the Director. All members of the Steering Committee must hold full-time tenured or tenure-track positions within SFU. Members of the Steering Committee serve 1 year renewable terms appointed by the Dean of Science upon nomination by the Steering Committee. Appointments to the Steering Committee will be subject to a ratification vote by members of the Centre (excluding affiliate members). A positive ratification is where a majority of those voting support the appointment. The role of the Steering Committee is to determine the overall direction of the Centre and oversee operations of the Centre. The Steering Committee will normally meet once a term.
5. The initial Steering Committee Members shall be composed of the following faculty members:
 1. David Vocadlo (Chem/MBB) – Chair
 2. Robert Young (Chem)
 3. Esther Verheyen (MBB)
 4. Glen Tibbits (BPK)

The composition of the initial Steering Committee can be revised by majority voting of the committee and consent of the Dean of Science. The Initial Steering Committee shall seek out and identify a suitable candidate for the position of Director.

3. Members

1. Membership in the Centre will normally be limited to faculty, staff and graduate students at Simon Fraser University who make substantive ongoing contributions to one or more of the objectives of the centre including, for example, research, education, service activities and funding. Members are expected to regularly engage in events related to the Centre. Members are eligible to vote to ratify the Director and Steering Committee appointments, governance and other substantive matters of the Centre. Membership is normally renewable 1 year term and approved by a one page application to the Steering Committee outlining the interest of the candidate member in high throughput screening.
2. Affiliate members include professionals, researchers and graduate students from Simon Fraser University, other universities and organizations who are engaged in substantial research, education and service activities with the Centre and whose main affiliations are with organizations other than the Centre. Affiliate members are not normally eligible to vote on appointments and other matters related to the Centre. Membership is normally for a renewable 1 year term and requires approval by the Director.
3. Potential Members and Affiliate Members: Researchers from a diverse range of fields are likely to take interest and make use of the facility. Researchers who are possible candidates to become members or affiliate members include, but are not limited to:

Dipankar Sen (MBB)
Peter Unrau (MBB)
Michel Leroux (MBB)
Esther Verheyen (MBB)
Nancy Hawkins (MBB)
Nick Harden (MBB)
Lisa Craig (MBB)
Edgar Young (MBB)
Mark Paetzel (MBB)
Lynne Quarmby (MBB)
Sharon Gorski (MBB)
David Vocadlo (Chemistry/MBB)
Andrew Bennet (Chemistry)
Robert Britton (Chemistry)
Erika Plettner (Chemistry)
Robert Britton (Chemistry)
Margo Moore (Biology)
Michael Silverman (Biology)
Peter Ruben (BPK)
Glen Tibbits (BPK)
Tim Bleischlag (Health Science)

Gratien Prefontaine (Health Science)

Affiliates from other institutions may include those from The University of British Columbia and the University of Victoria who would like to use high throughput screening facilities but are not able to gain access to the facilities at the Centre for Drug Research and Development because projects are not sufficiently advanced for translational interest from the CDRD.

External non-academic groups would also be welcome to use the facilities through payment of appropriate fees.

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 (<mailto: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 (<mailto:lib-courseassessment@sfu.ca>).

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 (<mailto:lib-courseassessment@sfu.ca>) for details.

Centre for High-Throughput Chemical Biology

Pacific Blue Cross - SFU Computational Health Informatics Research Centre

BISC 425 (Sensory Biology)

BPK 458 (KIN 458), 482

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

CMPT 731, 732

COGS 110

EDUC 836

ENGL 111W, 112W, 113W, 114W, 208

ENSC 120,180

ENV 400, 452

FNST 206

FPA 105

GERO 850

GSWS 335

HIST 111, 244, 2XX (Japan from 1603 to 1867)

HS 100, 275, 304

HSCI 843

KIN 482 (BPK 482)

MSE 4xx-3: Special Topics: Advanced Dynamics

MTI 810, 820, 830, 840, 850, 860, 870, 880

PHIL 121, 221, 358

PLCY 830, 831

POL 200

URB 647

Completed Library course assessments

Senate Approved Library Course Assessments

(<http://www.lib.sfu.ca/about/overview/collections/course-assessments/archived-course-assessments-asof2004>)

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