

NO: **R191**

COUNCIL DATE: **October 7, 2013**

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **October 3, 2013**

FROM: **City Manager**

FILE:

SUBJECT: **Executive Industrial Research Chair in Energy Systems for Smart Cities**

RECOMMENDATION

The City Manager's Department recommends that Council:

1. Receive this report as information; and
2. Authorize the appropriate City officials to enter into an agreement with Simon Fraser University (SFU) to fund in partnership with Powertech Labs and SFU, an Applied Sciences Chair position, known as the Executive Industrial Research Chair in Energy Systems for Smart Cities, all as generally described in this report and further detailed in Appendix "A" attached to this report.

INTENT

The purpose of this report is to seek authorization to enter into an agreement with SFU for the City to partner with Powertech Labs and SFU in funding an Executive Industrial Research Chair in Energy Systems for Smart Cities as a key component of the City's Clean Technology Strategy focused on continuing the development of a vibrant and sustainable economy in the City.

BACKGROUND

The City of Surrey continues to grow rapidly having experienced growth of more than a 125,000 people over the last decade. Surrey's current population is approximately 500,000 people. For a healthy sustainable economy, a city's job to resident workforce ratio should be one job per resident worker or, stated differently, the number of jobs located within the City's boundaries should be the same as the number people in the workforce who live in Surrey. Currently, the City's job to workforce ratio is approximately 0.7 jobs for each resident worker. Further, a significant percentage of the City's current economy (i.e., jobs) relates to on-going land development activity in the City, which accounts for more than a quarter of the City's current economy. Land development activity, although relatively stable, will over time diminish as a percentage of the City's overall economy as the City's available developable land is developed out. These factors are indicators that the City needs to maintain a strong sustained focus on economic development.

The City's economic development strategy includes an array of on-going activities that can be grouped under three main categories; these being:

1. helping existing Surrey businesses to grow and prosper;
2. attracting new businesses to locate in Surrey; and
3. encouraging business start-ups in our city where they can mature and prosper.

Based on an assessment of Surrey's primary strengths in the context of economic development the City's Economic Development Division is focusing significant efforts in each of the following business areas that are viewed as having the strongest growth potential in Surrey:

1. Health technology and innovation; and
2. Energy systems and clean technology.

The following sections provide more information in relation to each of these areas.

Health Technology and Innovation

Surrey City Centre is home to world-class talent and businesses in the health technology and medical service delivery sector with more than 180 such businesses located within the emerging "***Innovation Boulevard***" area anchored by Simon Fraser University (SFU) Surrey Campus at the north end and the Surrey Memorial Hospital (SMH) Campus at the south end. The City has formed a strategic partnership with a number of organizations to expand economic development in the Health Technology and Innovation area of the economy. In addition to the City of Surrey, the partnership includes:

- Simon Fraser University – Faculty of Applied Sciences and Faculty of Health Sciences; Dr Ryan D'Arcy, Surrey Memorial Hospital Foundation BC Leadership Chair in Multimodal Technology for Healthcare Innovation at SFU and Head of Health Sciences and Innovation at SMH
- Fraser Health Authority
- Surrey Memorial Hospital Foundation
- UBC
- BCIT
- Kwantlen Polytechnic University
- Lark Group
- PCI Development Corporation
- National Research Council-IRAP Pacific
- Western Economic Diversification
- Life Sciences BC
- MITACS
- BC Technology Industry Association

The vision is to promote and assist in the development of medical technology-oriented innovations with tangible impacts to patient's lives. These innovations will also translate into business opportunities that will grow Surrey's economy and create high-value jobs in Surrey. The focus of the partnership is to fully integrate advanced research capabilities from SFU and other universities with the front-line medical expertise of Surrey Memorial Hospital and the Fraser Health Authority to inspire and advance the development and commercialization of new medical products that will enhance health service delivery and outcomes. The partnership is currently

preparing a strategy in this regard. It is noted that the health technology industry generates over \$300 billion in direct annual global economic activity.

As is noted above, a Chair position has been established at SFU that is directly engaged in the development and roll-out of the Health Technology and Innovation Strategy. The position known as the BC Leadership Chair in Multimodal Technology for Healthcare Innovation is held by Dr. Ryan D'arcy, who has a strong background in the advancement of innovation and business development in the area of health technology. He is playing a lead role in the development and roll-out of the Health Technology and Innovation strategy. This Chair position is being funded over a 5-year term by way of a partnership between the Leading Edge Endowment Fund, the Surrey Memorial Hospital Foundation, SFU and Fraser Health Authority (in kind).

Energy Systems and Clean Technology (Cleantech) for Smart Cities

The area of energy systems and clean technology is a rapidly emerging industry worldwide which will continue to grow as conventional unsustainable sources of energy are depleted and the need for replacement energy sources and enhanced energy management are necessary to allow for the continued enhancement of the quality of life that is experienced in cities across Canada and around the globe.

Building on the work of the Mayor's Clean Energy Advisory Network and Surrey's Energy Shift initiative, a new strategy for economic development in the area of energy systems and clean technology is being developed by the City in partnership with key stakeholders including Powertech Labs Inc. (Powertech) and SFU.

In a manner similar to the role played by Dr. D'Arcy in relation to Innovation Boulevard and the Health Technology and Innovation Strategy, it is proposed that a Chair will Co-Chair, along with the Mayor, an advisory group of regional thought leaders from industry, academia, government and funding agencies in the creation and roll-out of a strategy related to energy systems and clean technology. The purpose of the strategy will be to expand Surrey's clean technology sector and ultimately have Surrey recognized as a centre of excellence and innovation in energy systems for Smart Cities. Current Surrey EnergyShift partners and activities will also assist in informing and advancing the development and roll-out of the Strategy.

SFU is proposing the establishment of an Energy Systems Engineering Program that would be delivered from the SFU Surrey campus. Such a Program would be leading edge in North America and would be significantly augmented with the establishment of the subject Chair position. The Province has provided funding to SFU to develop a curriculum for such a Program. The outputs of the Program at the graduate student level would include research that would be expected to result in product commercialization opportunities.

DISCUSSION

The Energy Systems Chair position, to be named the Executive Industrial Research Chair in Energy Systems for Smart Cities, as referenced above is proposed in the Faculty of Applied Sciences at SFU Surrey. City staff has worked with the Dean of Applied Sciences from SFU and representatives from Powertech in preparing an overview of the Chair position. A copy of the overview is attached as **Appendix "A"** to this report. It provides more details regarding the position, including the education, expertise and other qualifications that preferred candidates will need to possess and the processes and outcomes for which the incumbent of the Chair position will be responsible.

Partnership with Powertech Labs

With a view to establishing strong partnerships to advance the work of developing and rolling out the Energy Systems and Clean Technology Strategy, staff approached Powertech Labs to determine Powertech's interest in being a partner in the Chair position. Powertech Labs (a BC Hydro subsidiary) agreed to such a partnership subject to City Council approval of the City's involvement. Powertech also agreed to provide access to its laboratories, which are located in Surrey, in support of research and product development that will emanate from the work of the Chair. SFU has committed to establishing an Associate Chair position to create an initial critical mass to advance the Chair's research, analysis and profile.

Process for Selecting the Chair

SFU will administer the process of advertising the opportunity and of selecting a Chair. The selection will involve a Committee that will include representatives from SFU, the City of Surrey and Powertech Labs.

Funding

The basic funding requirement to establish a Chair position at SFU is \$250,000 per year. The Chair will be appointed for a 5-year term. As such, on a partnership basis with Powertech and SFU the City needs to commit to a contribution of \$100,000 per year for each of the 5 years. SFU has agreed to contribute \$50,000 per year to the position. The City's approved 2013 - 2017 Five-Year Financial Plan includes sufficient funding to support such a commitment.

The **Natural Sciences and Engineering Research Council** of Canada (NSERC), Canada's federal funding agency for university-based research, will contribute significant funding (at least \$1.0 million) toward the research that will be undertaken under the guidance of the Chair. As such the funding provided by the partners will be significantly leveraged.

The Chair will be funded as follows:

City of Surrey:	\$100,000 per year for 5 years
Powertech:	\$100,000 per year for 5 years
SFU:	\$50,000 per year for 5 years
NSERC:	Application would be made for a matching grant of \$1.0 million

It is expected that the Chair position will assist in advancing an energy and clean technology economic sector in Surrey.

Sharing of Intellectual Property of the Research of the Chair

The agreement with SFU related to funding the Chair position will include a provision for the City to receive an interest in any economic participation arising from the intellectual property of the Chair equal to the proportion of the City's contributions to the Chair position in comparisons to the total of all of the contributions of the partners.

Timeline

Subject to Council approval of the recommendations of this report, national and international recruitment efforts to fill the Chair position will begin immediately with a view to the position being filled by mid to late 2014.

SUSTAINABILITY CONSIDERATIONS

The recommendation of this report will assist in achieving the objectives of the City's Sustainability Charter including:

“Having a full range of local employment opportunities and green business”;

“Leading the way in sustainable community design and development”; and

“Strive for one local job for every employed resident in Surrey and a range of high-value local jobs in Surrey”;

and the following Charter scope action item:

EC2: Develop an economic development strategy that creates an attractive environment for investment.

CONCLUSION

Based on the above discussion, it is recommended that Council authorize the appropriate City officials to enter into an agreement with Simon Fraser University (SFU) to fund in partnership with Powertech Labs an Executive Industrial Research Chair in Energy Systems for Smart Cities as generally described in this report and as further detailed in Appendix “A” attached to this report.

Murray Dinwoodie
City Manager

MDD/mc

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Attachment:

Appendix “A”: Executive Industrial Research Chair in Energy Systems for Smart Cities



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

In consideration of the mutual covenants and agreements hereinafter set forth and other good and valuable consideration, the sufficiency and receipt of which is hereby irrevocably and absolutely acknowledged, Simon Fraser University (“SFU”), the City of Surrey (“the City”), and Powertech Labs Inc (“Powertech”) hereby agree to establish a Chair in Energy Systems for Smart Cities (“the Chair”) as follows:

1. Name of Chair

The Chair will be known as the “City of Surrey - Powertech - NSERC Executive Industrial Research Chair in Energy Systems for Smart Cities.” Naming and funding provisions set out in this agreement are subject to SFU’s normal policies and procedures for approval.

An Associate Industrial Research Chair (the “Associate Chair”) will be appointed to collaborate with the Chair and support his/her efforts to build a centre of excellence in sustainable energy systems. A current faculty member of the Faculty of Applied Sciences with expertise in energy systems applications for Smart Cities will be appointed as Associate Chair.

2. Purpose of the Chair

The Chair will be responsible for:

- Leading research that focuses on planning, regulating, implementing and managing energy infrastructure and related sustainable energy technology for evolving cities in the 21st century. These systems need to be: reliable, robust, dynamic, pervasive, kept in pace with evolving technology and society, flexible, supportive of advances in energy efficiency and energy markets and efficient. Energy systems will both drive change and need to be responsive to change. Research will span energy generation, transportation, conservation, recapture, storage and utilization within cities including both electrical energy and thermal energy as well as any other renewable energy sources and related technology in alignment with the development of Smart Cities. Research may also include issues related to planning, regulations and policies. In the context of Smart Cities, research will focus on cities as service providers and business operators as well as facilitators and regulators. Smart Grid, as an element of Smart Cities, will also be in the scope of the research of the Chair, which would include such matters as integration of multiple, distributed, energy sources, reducing the cost of the “last mile” in terms of



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

service, monitoring sensors, telecommunications linkages, control infrastructure and data analytics in support of system and energy use optimization;

- Leading an Advisory Group from industry, academia, government and other agencies to assist in creating an Economic Development Strategy for Surrey and a related Centre of Excellence in the area of sustainable energy systems in support of building a strong local industry sector in Surrey; and
- Actively contribute to training and teaching activities under the proposed Energy Systems Engineering Program at SFU with a view to establishing a steady stream of well-trained graduates to support the local industry sectors involved in all aspects of energy systems;
- The Chair will act as a bridge between industry and evolving research.

The Chair will have access to advanced laboratories at Powertech and will be encouraged to work with Powertech and the City of Surrey as test beds for research and development activities in the context of the scope of the Chair's research.

The Chair holder qualifications, duties and responsibilities are described in more detail in Appendix A. The scope of the proposed Chair is broad. It is not expected that one person will cover all aspects of research mentioned in the chair description. For this reason, an expert in complimentary areas will be identified for an Associate Chair position. It is also expected that the Chair will develop collaborations across SFU, funding partners, and relevant industries and organizations to augment the broad spectrum of expertise required to build a Centre of Excellence. The Associate Chair will focus on research involving sustainable energy technology and its application to municipal systems including the commercialization of technology.

3. Contributions to fund the Chair

- 3.1 The Chair will be established by a cash contribution of \$500,000 from the City of Surrey. City of Surrey's contribution will normally be paid in equal instalments of \$100,000 per year over five years commencing after the signature of this Agreement and after the confirmation of the grant from NSERC. City of Surrey will also provide in-kind contributions such as: office space, access to test beds, personnel, etc.;
- 3.2 A cash contribution of \$500,000 from Powertech Labs Inc. Powertech's contribution will normally be paid in equal instalments over five years commencing after the



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

signature of this Agreement and after the confirmation of the grant from NSERC.

Powertech will also provide in-kind contributions such as: laboratory access, office space, technical support, etc.;

- 3.3 A cash contribution of \$250,000 from SFU. SFU's contribution will normally be paid in equal installments over five years commencing after the signature of this Agreement and subject to NSERC approval of matching funds for the City of Surrey contribution;
- 3.4 and \$1,000,000 from the Natural Sciences and Engineering Research Council of Canada (NSERC) subject to NSERC's acceptance of the City of Surrey contribution as a qualified matching contribution.
- 3.5 SFU will commit the resources for the continued development of the Chair's area of research, including, without limitation:
 - 3.5.1 SFU will conduct a national and international search for a Chairholder;
 - 3.5.2 SFU will apply for an NSERC matching grant;
 - 3.5.3 The provision of laboratory and office space to the Chair in the Faculty of Applied Sciences at SFU;
 - 3.5.4 and SFU will appoint a current faculty member as Associate Chair following an internal faculty search in the Faculty of Applied Sciences.

4. Use of Funds

The contributions to establish the Chair will be used to:

- 4.1 Pay the salary and benefits of the Chair and a stipend of \$10,000 per annum to the Associate Chair;
- 4.2 Develop and disseminate new research initiatives;
- 4.3 Provide salary support for graduate students, undergraduate students, post-doctoral trainee(s), technicians and other research personnel working under the direction of the Chair and Associate Chair and performing Eligible Research; and
- 4.4 Defray the reasonable travel and conference and other eligible (material, supplies, etc) expenses of the Chair, the Associate Chair and research personnel in accordance with SFU policies.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

5. Additional Funding

The Chair and Associate Chair will be expected to seek additional funding from national and international sources during the Term (as hereinafter defined) to support relevant research projects.

6. Eligible Research

It is mutually understood and agreed that any and all research undertaken or directly supervised by the Chair (“Eligible Research”) will:

- 6.1 be directed by the statement of purpose and the reach defined in paragraph 2, “Purpose of the Chair,” above, or in one or all of the areas relating to municipal energy systems or as otherwise agreed to by the advisory committee defined in paragraph 7.3, “Additional Undertakings” below, to permit the maximum research impact, to best fit with the local clusters of research excellence and to provide long-term economic benefits to the province; and
- 6.2 be directed to provincial, national and international research and collaboration in relevant fields.

7. Additional Undertakings

- 7.1 The Chair and Associate Chair will be subject to SFU’s policies and procedures concerning Ethics in Eligible Research concerning humans and animals.
- 7.2 Every twelve (12) months the Chair and Associate Chair will be required to submit written progress reports to Powertech, the City of Surrey and SFU disclosing the progress and results of any Eligible Research conducted under the Chair.
- 7.3 An advisory committee, composed of the Chair and Associate Chair, the Dean of Applied Sciences (Chair of the Committee), one member nominated by Powertech, one member nominated by City of Surrey, Associate Vice-President Research of SFU and two SFU Faculty members appointed by the Dean, will normally meet twice yearly to review the progress of the Chair and Associate Chair and provide advice on future research directions. None of the members of the Advisory Committee will be paid for their service on the committee.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

8. Warranties and Covenants

SFU represents and warrants that:

- 8.1 it is a legal entity with full right and authority in law and in fact to enter into this Agreement;
- 8.2 all amounts received hereunder will only be used for legitimate expenses incurred in the course of the Eligible Research, reimbursement of such expenses, or compensation for the performance of the activities described hereunder, and that receipt of such amounts is in all respects in full accordance with applicable laws, regulations and policies; and
- 8.3 all Eligible Research to be conducted hereunder will comply with all applicable laws, regulations and guidelines.

9. Reporting

The Chair, in his or her capacity as an SFU Professor, will report to the Director of his/her academic unit in accordance with SFU policy. The same applies to the Associate Chair.

10. Appointment

- 10.1 As required by SFU policy (A 10.06), Appointment of Specially Funded University Chairs, University Professors and Research Fellows (Appendix B) the person engaged to perform the duties of the Chairholder will be appointed by the Simon Fraser University Board of Governors. Appointments to the Chair will normally be selected after a national and international search process.
- 10.2 The Chair will be an internationally recognized industry leader and researcher;
- 10.3 The appointment of the Chairholder will be for a five year term (the "Term") as required by NSERC guidelines and SFU policy (A 10.06), Appointment of Specially Funded University Chairs, University Professors and Research Fellows. The Chair may be reappointed as a Senior Industrial Research Chair subject to availability of funding and following the approval process required by SFU and NSERC.
- 10.4 The Associate Chair will be a current faculty member of the Faculty of Applied Sciences and will be appointed for a five year term that may be renewed at the discretion of the university after a review process subject to availability of funding. The appointment will be governed by SFU policy (A10.06).



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

11. Applicable Laws

This Agreement will be governed by and construed and enforced in accordance with the laws of the Province of British Columbia and the laws of Canada applicable herein.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

This Agreement will take effect as of the date of the last signature, below.

Approved By:

Andrew Petter, President &
Vice-Chancellor, Simon Fraser University

Date

Cathy Daminato, Vice-President,
Advancement & Alumni Engagement,
Simon Fraser University

Date

Jon Driver, Vice-President,
Academic, Simon Fraser University

Date

Person
City of Surrey

Date

Person
Powertech Labs Inc

Date



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Simon Fraser University
City of Surrey
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Executive Industrial Research Chair in Energy Systems for Smart Cities

Appendix A: Job Description

Qualifications:

- A PhD in Engineering or a closely related discipline
- Outstanding record in energy systems research relating to growing and dynamic cities and/or equivalent industry experience with substantial accomplishments and leadership role(s)
- Ability to attract funding to support a world-class research program with the aim of creating a Centre of Excellence in energy systems associated with growing and dynamic cities
- A solid track record of transforming research to practical applications and economic growth
- Proven leadership skills and a team builder
- Strong commitment to and record in graduate level teaching and supervision of trainees
- Excellent communication skills

Duties and Responsibilities:

- Establish and maintain a leading-edge research program in Energy Systems for growing and dynamic cities at SFU in close collaboration with the City of Surrey and Powertech Labs Inc
- Conduct innovative research that leads to the development of sustainable and economically sound energy models and sustainable energy technology for cities
- Attract significant funding for research and research infrastructure development from external agencies
- Develop national and international collaboration for research, training and education.
- Teach relevant courses and contribute to the training of highly qualified personnel (HQP)
- Develop and maintain a well-equipped laboratory to support research
- Participate in relevant university service activities
- Serve on appropriate committees of external organizations including government and community organizations, and contribute to the enhancement of the research profile of the City of Surrey and Powertech Labs Inc.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

Appendix B: Policy A 10.06, Appointment of Specially Funded University Chairs, University Professors and Research Fellows. (Policy revision date April 1, 2005)

Principle: Endowments or other external funds may be used to create prestigious tenure-track academic appointments for noted scholars. Specific terms of reference for one of these appointments must be approved by Senate.

A. University Chairs

1. The purpose of university chairs is to attract, recognize and retain scholars who are acknowledged by their peers as being pre-eminent in their research fields.

2. Criteria for Appointment

2.1 Senior Chairs

A candidate for a senior University Chair will normally be an established scholar who would merit the rank of full professor. This could include an individual with appropriate academic credentials whose career experience has been outside a university setting. He or she must have earned national and international recognition as being pre-eminent in her/his area of expertise. He or she will have demonstrated a continuing commitment to the support and development of emerging scholars. He or she must have been recognized by her/his peers in the discipline through the receipt of grants, awards and/or other honors.

2.2 Junior Chairs

A candidate for a junior University Chair will be a scholar at the rank of assistant or junior associate professor who has a record of scholarly achievements well beyond that normally expected of a faculty member in that rank and who, based on his/her accomplishments to date, has the clear potential to make an extraordinary contribution to her/his discipline.

3. Appointments

3.1 Term of Appointment

Appointment of a faculty member to a University Chair will normally be for a minimum period of 5 years and a maximum period of 10 years and may be renewed. A faculty member who is appointed to a University Chair is expected to fulfill the expectations of her/his academic rank under A 11.02, and also to carry out a defined role as holder of the University Chair - for example, fostering growth in a particular sub-discipline.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

- 3.2.1** Nominations to appoint an individual as a University Chair that have the demonstrated support of the Department must first be approved by the Dean with the advice of the Chair of the Department in which the appointment would be made. The Dean may approve a nomination of a current faculty member or a new appointee.
- 3.2.2** Once a nomination has been approved, a recommendation for appointment of a current faculty member as University Chair should come forward to the Dean in the same manner as a promotion with the support of the Departmental/Faculty Tenure Committee (see A. 11.01) or of some other similarly constituted committee.
- 3.2.3** Once a nomination has been approved, a recommendation for appointment of a new appointee as University Chair should come forward to the Dean as described in A 10.01, except that, for a senior Chair, 6 letters of reference should be included, rather than 3, along with a recommendation from the Departmental/Faculty Tenure Committee.
- 3.3** The Vice-President, Academic will review the recommendations forwarded by the Dean and will forward to the University Appointments Committee:
- a. the recommendation of the Vice-President, Academic on the appointment;
 - b. the proposed allocation of available income between salary supplement and research support;
 - c. the term of the appointment;
 - d. any arrangements regarding salary supplement or research support upon termination of the award.
- 3.4** After considering the recommendation for appointment, the University Appointments Committee will either recommend the candidate for appointment or refer the matter back to the Department Chair with specific recommendations for further action.
- 3.5** The recommendation of the University Appointments Committee and the Vice-President, Academic, with the supporting documentation provided by the Dean and the Department will be forwarded to the President and to the Board of Governors for approval, following the normal procedure for Category A appointments.
- 3.6** If the University Appointments Committee cannot be convened because of time constraints, the President may proceed without the recommendation of the Committee, but



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

the Committee will receive a report from the President on the action taken, the reasons and recommendations upon which that action was based.

3.7 Twelve months before the end of an appointment, the Vice-President, Academic, in consultation with the Dean and the Chair of the Department, will decide whether the University Chair will remain in the same academic area or whether it will be assigned to another area in keeping with the Senate-approved terms of reference. When a donor or funding agency has specified a particular area for an appointment, it may not be moved.

3.8 If the University Chair is to remain in the same area and if the incumbent is eligible for reappointment, the Department will consider whether the current holder of the Chair should be reappointed. Both a re-appointment and an appointment of a new individual will follow the appointment process outlined in 3.2 to 3.6 above except that the requirement for letters of reference in the case of a reappointment may be waived by the Dean.

4. End of an appointment as a University Chair holder

4.1 When an appointment as a University Chair holder ends, unless other provisions have been set out in the letter of appointment, the salary supplement and research grants provided by the source of the special funding will end, and the faculty member's salary will revert to the academic salary level without the supplement.

4.2 The appointment as University Chair will not continue when the faculty member leaves his/her academic position at Simon Fraser University.

B. University Professors

1. The purpose of university professorships is to attract, recognize and retain excellent faculty in all ranks.

2. **Criteria for Appointment**

A candidate for University Professor will be a scholar of any rank whose scholarly achievements are clearly superior relative to others of that rank and who will foster the growth of her/his discipline at Simon Fraser University and increase its profile within the broader academic community.

3. **Appointment**

3.1 Appointment of a faculty member to a University Professorship will normally be for a minimum period of 5 years or a maximum period of 10 years, and the appointment may be renewed. A faculty member who is appointed to a University Professorship is expected to fulfill the expectations of a faculty member of their rank and may also be required to carry



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

out a defined role as holder of the Professorship - for example, fostering growth in a particular sub-discipline.

3.2.1 Nominations to appoint an individual as a University Professor Chair that have the demonstrated support of the Department must first be approved by the Dean with the advice of the Chair of the Department in which the appointment would be made. The Dean may approve a nomination of a current faculty member or a new appointee.

3.2.2 Once a nomination is approved, a recommendation for appointment of a current faculty member as University Professor should come forward to the Dean in the same manner as a promotion with the support of the Departmental/Faculty Tenure Committee (see A.11.01) or some other similarly constituted committee.

3.2.3 Once a nomination is approved, a recommendation for appointment of a new appointee as University Professor will come forward to the Dean as described in the Academic Appointments Policy (A10.01), except that 6 letters of reference should be included, rather than 3, along with a recommendation from the Departmental/Faculty Tenure Committee.

3.3 The Vice-President, Academic will review the recommendations forwarded by the Dean and will forward to the University Appointments Committee:

- a. the recommendation of the Vice-President, Academic on the appointment;
- b. the proposed allocation of available income between salary supplement and research support;
- c. the term of the appointment;
- d. any arrangements regarding salary supplement or research support upon termination of the award.

3.4 After considering the recommendation for appointment, the University Appointments Committee will either recommend the candidate for appointment or refer the matter back to the Department Chair with specific recommendations for further action.

3.5 The recommendation of the University Appointments Committee and the Vice-President, Academic, with the supporting documentation provided by the Dean and the Department will be forwarded to the President and to the Board of Governors for approval, following the normal procedure for Category A appointments.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

3.6 If the University Appointments Committee cannot be convened because of time constraints, the President may proceed without the recommendation of the Committee, but the Committee will receive a report from the President on the action taken, the reasons and recommendations upon which that action was based.

3.7 Twelve months before the term of the appointment ends, the Vice-President, Academic, in consultation with the Dean and the Chair of the Department, will decide whether a specially funded Professorship will remain in the same academic area, or whether it will be assigned to another area. When a donor has specified a particular area for an endowment, the appointment may not be moved.

3.8 If the Professorship is to remain in the same area, the Department will consider whether the current holder of the Professorship should be reappointed. Both a re-appointment and an appointment of a new individual will follow the appointment process outlined in 3.2 to 3.6 above, except that the requirement for letters of reference in the case of a reappointment may be waived by the Dean.

4. End of an appointment as a University Professor

4.1 When an appointment as a University Professor ends, unless other provisions have been set out in the letter of appointment, the salary supplement and research grants will end, and the faculty member's salary will revert to the academic salary level without the supplement.

4.2 The appointment as a University Professor will not continue when the individual leaves his/her academic position at Simon Fraser University.

C. Research Fellows

1. Research Fellowships are designed to recruit entry-level scholars of exceptional promise.
2. The Vice-President, Academic will assign undesignated Research Fellowships to Faculties on an annual basis. Faculty Deans will determine who is to be appointed as a Research Fellow.
3. Normally, Research Fellows will be appointed to one-year terms.
4. The available income from the endowment will be used by the Research Fellow for expenses associated with the Fellow's research program.



**Gift Agreement and Terms of Reference
Simon Fraser University
City of Surrey
Powertech Labs Inc**

Executive Industrial Research Chair in Energy Systems for Smart Cities

Interpretation

Questions of interpretation or application of this policy or its procedures will be referred to the President, whose decision will be final.