

**SFU** Simon Fraser University Archives and Records  
Management Department

## Finding Aid - Institute of Public Policy Analysis fonds (F-204)

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Generated by Access to Memory (AtoM) 2.2.0 Printed: October 30, 2015  
Language of description: English

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## Table of contents

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Summary information .....	3
Administrative history / Biographical sketch .....	3
Scope and content .....	4
Arrangement .....	4
Notes .....	4
Access points .....	5
Series descriptions .....	6

## Summary information

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Repository:	Simon Fraser University Archives and Records Management Department
Title:	Institute of Public Policy Analysis fonds
ID:	F-204
Date:	1972 - 1974 (date of creation)
Physical description:	19 cm of textual records 2 architectural drawings
Dates of creation, revision and deletion:	
Note [generalNote]:	GENERAL NOTE Architectural drawings are found in file 4.
Note [generalNote]:	Financial assistance for the arrangement and description of these records and production of this finding aid was generously provided by Simon Fraser University's Office of the Vice-President, Academic (October 2005).

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## Administrative history / Biographical sketch

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### Note

The Institute of Public Policy Analysis (IPPA) was a proposed institute that Simon Fraser University intended to establish as a forum bringing together individuals from the university, community and government sectors for the examination of Canadian public policy at both federal and provincial levels. The project was never realized.

Planning began in 1972 with the goal of commencing operations in September 1974. By early 1973 both Senate and the Board of Governors had approved the establishment of the Institute, and around March of that year the university appointed John Hogarth from the Faculty of Law at York University as the first Director. The Institute was to house both continuing staff funded by SFU as well as visiting fellows and researchers funded by external grants. Each academic year the Institute would focus on a specific problem or theme in public policy, offering symposia, research workshops, seminars and public lectures.

By early 1974 it had become apparent that the Institute would be unable to obtain sufficient external funding to begin its operations in the fall. Director Hogarth resigned effective March 31, 1974 and the university dissolved the Institute shortly afterwards.

## Custodial history

The files were originally accumulated by the Institute's Director, John Hogarth. Upon dissolution of the Institute in 1974, the material appears to have been transferred to the Office of the Vice-President, Academic. Subsequently the records were put in storage with a number of other closed series as a group of "Special Project Files" under the control of Academic Planning Services. In this form they were transferred to the Archives in 1994.

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## Scope and content

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The fonds consists of records made or received by the Institute's Director in the course of planning the establishment of the Institute. Activities documented include development of the Institute's mandate, policies, and administrative structure; public programs planning; recruitment of staff, fellows, and conference participants; liaison with other SFU departments, faculty and staff associations, government, and other institutions; budget planning; facilities and space planning; and publicity and media relations. Document types include correspondence and reports; the proposal to establish the Institute, its charter and code of ethics, policies, and information brochure; conference proposals and invitations to potential participants; job applications, resumes, notes, and agreements; brochures, newsletters and other printed material from external associations and institutions offering comparable programs; costing estimates, budgets, funding strategy, correspondence and proposals to funding agencies; space planning reports and architectural drawings of the planned facilities for the Institute; and publicity material and press clippings relating to the Institute.

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## Notes

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### Title notes

- Source of title proper: The title of the fonds is based on the name of the creating body.

### Immediate source of acquisition

The records formed part of a larger body of files under the control of Academic Planning Services which were appraised and transferred to the Archives in 1994 through a one-time Unscheduled Records Disposal (URD 083-94). This transfer was part of a larger project the Archives undertook to appraise, schedule and dispose of records that had accumulated in the University Records Centre through the 1980s and early 1990s.

### Arrangement

The material was arranged according to the original filing system of the creator. The Institute developed a file classification plan using the following categories:  
AD: Administration

CO: Conferences  
DO: Documentation  
FO: Funding  
MI: Miscellaneous  
OR: Organisation  
PE: Personnel  
RE: Recruitment  
UB: University bodies

Because of the small volume of files (30), the fonds was arranged without series. File titles include the original classification code and are listed alphabetically, grouping files by code.

### Restrictions on access

Some files may contain personal or confidential information. Access to these files may be restricted as required by law. Files marked 'pending review' must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

### Finding aids

A file list is available. The Institute's original file index is included in the fonds as file 1 (F-204-0-0-0-1).

### Related material

Other records relating to the Institute of Public Policy Analysis can be found in the fonds of the Office of the President (F-193); see series 12-1 (Faculty of Interdisciplinary Studies. Dean and general correspondence), file 4.

### Accruals

All accessions have been processed as of February 2006. No further accruals are expected.

### Other notes

- Publication status: published
- Level of detail: Full
- Status description: Published

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### Access points

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- Office of the Vice-President, Academic and Provost
- Academic Planning Services
- Hogarth, John (subject)

- Architectural drawing (documentary form)
- Textual record (documentary form)

## Series descriptions

Ref code	Title	Dates	Access status	Container
F-204-0-0-0-1	File - File index	1973	Pending review	204-1
F-204-0-0-0-2	File - AD1 Budget	1973	Pending review	204-1
F-204-0-0-0-3	File - AD5 Administration - miscellaneous	1973	Pending review	204-1
F-204-0-0-0-4	File - AD6 Office	1973	Pending review	204-1
F-204-0-0-0-5	File - CO1 Conference structure	1973	Pending review	204-1
F-204-0-0-0-6	File - CO2 First year's conference, vol. 1	1973	Pending review	204-1
F-204-0-0-0-7	File - CO2 First year's conference, vol. 2	1973	Pending review	204-1
F-204-0-0-0-8	File - DO1 Social indicators	1972 - 1973	Pending review	204-1
F-204-0-0-0-9	File - DO2 Ritchie Institute	1972	Pending review	204-1
F-204-0-0-0-10	File - DO3 Publications	1973 - 1974	Pending review	204-1
F-204-0-0-0-11	File - DO4 Clippings	1973	Pending review	204-1
F-204-0-0-0-12	File - FO1 Funding policy	1973	Pending review	204-1
F-204-0-0-0-13	File - FO2 Funding - general	1973 - 1974	Pending review	204-1
F-204-0-0-0-14	File - FO Funding - foundations and agencies	1973 - 1974	Pending review	204-1
F-204-0-0-0-15	File - M1 Miscellaneous	1973	Pending review	204-1
F-204-0-0-0-16	File - M4 Canadian Labour Congress	1973	Pending review	204-1
F-204-0-0-0-17	File - OR1 Charter and code of ethics	1973 - 1974	Pending review	204-1
F-204-0-0-0-18	File - OR2 Structure of Institute	1973	Pending review	204-1
F-204-0-0-0-19	File - OR3 Publication policy	1973	Pending review	204-2
F-204-0-0-0-20	File - OR4 Organization - miscellaneous	1973	Pending review	204-2
F-204-0-0-0-21	File - OR5 Budget	1973	Pending review	204-2
F-204-0-0-0-22	File - OR6 Structure of Institute (general)	1973 - 1974	Pending review	204-2
F-204-0-0-0-23	File - PE5 Staff applications	1973	Pending review	204-2
F-204-0-0-0-24	File - PE6 Personnel - miscellaneous	1973	Pending review	204-2
F-204-0-0-0-25	File - RE1 Recruitment policy	1973	Pending review	204-2
F-204-0-0-0-26	File - RE2 Potential fellows	1973	Pending review	204-2
F-204-0-0-0-27	File - UB1 President's Office	1973 - 1974	Pending review	204-2
F-204-0-0-0-28	File - UB2 University business - general	1973 - 1974	Pending review	204-2
F-204-0-0-0-29	File - UB3 Faculty Association	1973 - 1974	Pending review	204-2
F-204-0-0-0-30	File - UB4 Staff Association	1973	Pending review	204-2