

Research Board Minutes

Date: November 28, 2017
Time: 2:30 p.m. – 4:00 p.m.
Place: ERC 3023
Present: C. Davidson, H. de Haan, G. Edwards, J. Freeman, D. Holdway (Chair), S. Karray, B. Murphy, L. Roy, V. Sharpe (secretary), A. Slane
Regrets: A. Eamer, M. Piro, H. Kishawy

1. **Opening Remarks & Welcome**

2. **Approval of the Agenda**

Motion to approve: L. Roy, seconded C. Davidson. Motion passed unanimously.

3. **Approval of previous meeting's minutes**

Motion to approve. L. Roy, seconded by S. Karray. Motion passed unanimously.

4. **Report of the Vice President Research, Innovation and International**

D. Holdway noted that the CRC Equity processes are completed and posted on our website.

UOIT's Canada 150 Chair application was unsuccessful. It was noted that at a recent Ontario VPR meeting that there was unhappiness with the process. Feedback on selection has not occurred. There were close to 200 applications and 20-30 selected.

The Vector Institute is looking to allocate \$30 million in OTO funding to train 1000 graduates (preferably Masters) in AI/Machine Learning.

5. **Business Arising**

CONCUR follow up discussion – Notes compiled by H. de Haan have been circulated. G. Edwards provided an 8 action summary to the CFO regarding next steps. C. Davidson questioned how much UOIT can tweak our local copy of the software. G. Edwards explained the rationale for the short timeline. B. Murphy suggested that an improvement would be to allow staff to code the expenses by the deadline and to have a longer amount of time to provide the receipts.

6. **New Business**

- a. Undergraduate Student Research program has launched. Timelines are available on the Research website. Typically we have around 30 awards. Information presentations for students are taking place this week.
- b. There has been some staffing changes in the ORS as three staff have moved on to other opportunities. We are searching for a Research Business Analyst, Research Partnerships Officer, and Legal Counsel.
- c. CRC Equity Plan and Public Accountability and CRC Procedures
J. Freeman noted that there are 2 main initial components:

1. Public Accountability – deadline met and information posted on website.

2. CRC Action Plan and CRC Operating Procedures (or Policies) – due December 15, 2017. Working committee includes representation from the VPRII, HR and the Provost’s Office to complete.

J. Freeman noted that UOIT had a complete CRC procedures document; however, CRC is requesting a five separate procedure documents – allocation, renewal, institutional support, advancement and recruitment.

Suggestion to define FDG (Four Defined Groups). A. Slane noted a typo.

L. Roy noted a typo on section 8 “associates” and in the allocation document – section 6 “discontinuation”. H. de Haan noted in the job postings there maybe should be more wording encouraging FDGs to apply vs “all are encouraged to apply”.

J. Freeman invited feedback before December 15, 2017.

D. Holdway noted that we were successful in our hire of the CRC for the Internet of Things. The Chairholder will start on January 1, 2018.

d. Research Finance and Travelling with Companions

G. Edwards noted that the document circulated is a helpful guide to assist researchers when travelling with companions. D. Holdway noted that the Tri-Agency has suspended all monitoring and will launch their principle-based guidelines in May 2018.

7. Other Business/Faculty Exchange

a. **Roundtable on issues that impact research in Faculties**

None.

8. **Next meeting** – January 23, 2017, 1:00 - 2:30 in ERC 1058.

9. **Adjournment**

Adjourned at 3:42 p.m.