

Research Board Minutes

Date: September 26, 2017
Time: 2:30 p.m. – 4:00 p.m.
Place: ERC 3023
Present: E. Beverley (Secretary), C. Davidson, D. Dawson (for B. Murphy), H. de Haan, S. Dogra (by phone), A. Eamer, G. Edwards, J. Freeman, D. Holdway (Chair), S. Karray, H. Kishawy, L. Roy, A. Slane
Regrets: M. Piro, V. Sharpe

1. Opening Remarks & Welcome

2. Approval of the Agenda

L. Roy requested that Graduate Research Assistant Stipends be added to the agenda.

Motion to approve as amended: H. Kishawy, seconded L. Roy. Motion passed unanimously.

3. Approval of previous meeting's minutes

Motion to approve: L. Roy and S. Karray. Motion passed unanimously.

4. Consent Agenda

a. Report of the Director of Research Services

i. IP Policy

J Freeman reported that a draft policy has been crafted by a committee in which each Faculty was represented. The draft policy will be brought to the Research Board for consultation and review and for feedback from faculty members. It will also be posted for consultation.

ii. Overview of research funding

Refer to item 9(a)(i)

iii. Equity Plan

J.Freeman advised the Board that Canada Research Chairs (CRC) has launched an equity, diversity and inclusiveness programme as of May 2017. Targets must be achieved by December 2018.

Action - J. Freeman will send summary and link to Board members.

iv. Volunteers in Labs

J. Freeman reported that a framework has been drafted and extensively reviewed to allow volunteers as young as 16 to volunteer in labs. The programme was piloted this summer in the Faculty of Science and there are plans for a future access portal. L. Roy will be leading this programme going forward.

5. Roles and Responsibilities of the Research Board

J.Freeman did a presentation on the Research Board Terms of Reference. There was discussion surrounding the office's involvement with "International" aspects of research since a large component of the portfolio had moved to Student Life. A review of OVPRII, handled by the Provost's Office is scheduled for January 2018.

6. Business Arising

Graduate student stipend – item added by L. Roy

As of May 2018, the School of Graduate and Postdoctoral Studies intends to have Graduate Research Assistantships (GRAs) that will be issued once as a lump sum to the students' account against student fees. If there is a surplus the student will receive a cheque. This GRA will not be taxable.

7. New Business

a. IT Support for Research

Guests R. Ali and I. Doyle from IT made a presentation and asked for input and support to help the IT team work more formally with research, since it has historically been on an ad hoc basis upon request. They would like to start with actively funded projects in the pre- and post- award stages. **Action** – E. Beverley to follow up with I. Doyle about presentation slide and forward it to the Board members.

b. Per diems and Research Accounts

G. Edwards explained the concept of the per diem use (for meals), which is available for everyone as of September 1 for expenses.

c. Concur and other research finance support tools

Guest K. Ali attended. H. de Haan had feedback to share with the Finance team regarding Concur from his Faculty and communication with Finance. The Board requested more training and consideration of longer timelines to reconcile. **Action** - Results of discussion were to have a working group with Research Board, Finance and RTA. **Action** - D. Holdway wants the striking of the suggested working group added to the next Research Board agenda.

d. Roles and responsibilities of research

G. Edwards' presentation updated the work in progress surrounding the roles and responsibilities of Research Accounting. A draft is projected to be available to the Board for review and circulation by the end of October. The goal is for the final product to be completed by January 2018.

e. Strategic Research Plan

The Strategic Research Plan (SRP) is due for renewal; however, the VPRII, President and Provost are all currently being held as interim positions. D. Holdway suggested a 2-year extension on the current SRP, allowing the incoming team to construct it. All Faculties support this. The Research Board also agreed to making the request and noted that the current SRP is a good document that serves research well. **Action** - D. Holdway will make request to Academic Council for 2-year extension on SRP.

8. Other Business/Faculty Exchange

a. Roundtable on issues that impact research in Faculties

Deferred.

9. Consent Agenda

a. Report of the Vice President Research, Innovation & International

- i. D. Holdway and J. Freeman updated the Board on the CRC 150. The timeline was very tight (6 weeks), however, UOIT met the deadline and submitted an application. Across Canada, there were approximately 200 submissions, of which 25 to 35 will be successful. The results will be available before the Christmas break.

10. **Next meeting** – October 24, 2017, 1:00 – 2:30 in ERC 1058.

11. Adjournment

Motion to adjourn: L. Roy and C. Davidson.