Date: September 26, 2018  
Time: 2:30 pm – 4:00 pm  
Place: ERC 3023, Energy Research Centre  
Attendees: P. Cote, C. Davidson, A. Eamer, B. Easton, G. Edwards, J. Freeman (Acting Chair), S. Karray, H. Kishaway, M. Piro, L. Roy, V. Sharpe (Secretary), A. Slane (phone)  
Guests: A. Burgess (ORS), S. Sauders (Emergency Management)  
Regrets: D. Holdway (Chair)

1. J. Freeman noted that D. Holdway is ill and she would be chairing the meeting. She welcomed the Board and noted new members Pierre Cote, Health Sciences representative, and Brad Easton, Science representative, and introductions took place.

2. Approval of the agenda
   Added item: Discussion of research metrics (S. Karray) and Futures Forum (guest: A. Burgess).

3. Approval of previous meeting’s minutes
   Motion to approve by L. Roy. Seconded by M. Piro.

4. Report of the Vice President Research & Innovation
   In D. Holdway’s absence, J. Freeman incorporated both reports into the report of the Director, ORS.

5. Report of the Director, Office of Research Services
   J. Freeman provided a presentation on:
   - Upcoming grant deadlines (NSERC, SSHRC, CIHR, OCE, MRIS)
   - CRC and the Equity, Diversity and Inclusion (EDI) Action Plan
   - Canadian Research Coordinating Committee (CCRC) consultations, support for early career researchers and strengthening EDI in research
   - NSERC Partnership Program consultations
   **ACTION:** V. Sharpe will add this to a future agenda.
   **ACTION:** J. Freeman will circulate additional information and seek feedback.
   - REB Task Force update
   **ACTION:** J. Freeman will circulate the presentation following the meeting.

   H. Kishaway joined the meeting at 2:49 pm.

6. Business Arising
   None.
7. New Business

a. Business Continuity (Guest Shannan Saunders, Emergency Management)
   S. Saunders provided a presentation on a Continuity Management Framework Policy. She noted that she is working closely with J. Dupuis (Insurance and Risk) and that regrettably she was unable to attend. They are proposing 4 functions:
   - University Risk Management
   - Emergency Management
   - University Continuity Management
   - Disaster Recovery
   The goal is to have the University Continuity Plan finished and in place in one year’s time. Many consultations have occurred and more are to take place. S. Saunders invited feedback.
   **ACTION:** Please send your feedback to S. Saunders.

M. Piro left the meeting at 3:20 pm.

b. GRA Encumbrances
   G. Edwards provided a presentation on GRA Encumbrances. He sought feedback on a 2 page information sheet from approx 40 Faculty and received mixed responses. Three solutions were sought via payroll, purchasing and ‘other general’ but all were found to not be feasible. Research Accounting has an option of creating a new line item that would reflect that the GRAs and could be accrued to show the month by month spending and encumbrances.
   Options:
   1. do nothing
   2. accrue
   3. deliver a report outside of the financial system (not an integrated solution)
   **ACTION:** Send your feedback to G. Edwards.

G. Edward left the meeting at 3:40.

c. CFI IF Funding Call (for information)
   J. Freeman noted that CFI has the John Edwards Leadership Fund (JELF) and that every institution gets an allocation; UOIT gets $800,000. The success rate on applications is very low. It is anticipated that there will be 2 calls. There is a need to have high calibre individuals with a solid track record to lead these projects.
   **ACTION:** Send feedback to J. Freeman as soon as possible.

d. UOIT Data Management Response
   J. Freeman noted that the Tri-Agency has been engaging with the research community over the past year to develop a draft Tri-Agency Research Data Management Policy (DMP). The aim is to support Canadian research by promoting digital data management and data stewardship practices among grantee institutions. The policy includes suggestions about the requirements related to institutional data management strategies, researcher data management plans, and data deposit. ORS encouraged faculty members to respond to the consultation request. UOIT sent a response created by VPRII, ITS, REB and the Library, however the timing of the request did not permit a fulsome consultation across the university community.
e. Research Ethics Policy and Terms of Reference
   J. Freeman provided an overview of current state and revisions process for the current Research Ethics Policy and Terms of Reference.

f. OPSEU
   J. Freeman invites input from researchers about the staff union OPSEU coming in and if researchers anticipate any issues with regards to budget impact, etc.
   **ACTION:** Send feedback to J. Freeman.

g. Futures Forum (Guest Alison Burgess, Office of Research Services)
   The next topic for the President’s Futures Forum is “The Human-Technology Interface”. A. Burgess gave a brief overview of the past Futures Forums. She noted that faculties have expressed interest in being more involved in organizing the event and invited feedback on how faculties can be involved (guest list, speakers, faculty involvement). Timing of the event is early May each year.
   J. Freeman noted that the goal of bringing it to the Research Board is to either get recommendations from you on who to select for the organizing committee or to get advice from the board as to the process (e.g. ask Deans to recommend people for the committee).
   **ACTION:** Provide feedback to J. Freeman, A. Burgess or V. Sharpe by the end of next week either recommending individuals or sending comments on the process of identifying individuals.

8. Other Business/Faculty Exchange

i. Roundtable on issues that impact research in Faculties
   Discussion on research metrics (S. Karray) – deferred.
   **ACTION:** V. Sharpe will note for a future agenda.
   Discussion on the Research External Review Report (B. Easton). The consensus was to put this on a future agenda to give time to prepare for discussion.
   **ACTION:** V. Sharpe will note for a future agenda.

9. Next meeting – October 22, 2018, 9:30 am, DTB 524, Bordessa Hall

10. Adjournment – 4:06 pm.