

Research Board Agenda

Date: February 27, 2018
Time: 12:30 p.m. – 2:00 p.m.
Place: DTA 303, 61 Charles Street building
Attendees: C. Davidson, G. Edwards, J. Freeman, D. Holdway (Chair), S. Karray, B. Murphy, L. Roy, V. Sharpe (Secretary), A. Slane
Guests: C. Elliott, L. Charpentier
Regrets: H. de Haan, A. Eamer, H. Kishawy, and M. Piro

1. Approval of the Agenda

Motion to approve by L. Roy. Seconded by B. Murphy.

2. Approval of previous meeting's minutes*

Motion to approve L. Roy. Seconded by B. Murphy.

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

In D. Holdway's absence J. Freeman started the meeting noting that the Advanced Manufacturing Supercluster was approved and funded. UOIT has a small role. It is being led by "Next Generation Manufacturing Canada" which is all industry partners and no academic partners.

The federal budget will be announced today. We believe that there will be an increase in funding (specifically Tri-Agency and CFI). We may see an effort to get CIHR funding successes increased.

The IP Policy is undergoing legal review and then will go back to the IP Policy committee for review.

There is a President's Task Force formed for the Research Ethics Board. The goal of the committee is to review the current processes and to develop policies. We are hoping to have an REB Policy Analyst hired this week. The rest of the committee consists of 3 REB members (faculty), one faculty member at large (heavy REB user), Jenn Freeman and the REB Officer.

S. Karray noted that the FBIT faculty has concerns about the REB and expressed concern about the small number of faculty on the committee. J. Freeman noted that the small size of the committee is strategic so that they can be nimble and get results. S. Karray noted that faculty have had issues with REB approval delays.

J. Freeman noted that the committee will be doing its best to ensure best practices while consulting with faculty.

B. Murphy noted that sometimes the roles and responsibilities of the REB may not be clear and they may address things like risk and liability, but perhaps should be within their purview of ethics.

(D. Holdway joined the meeting.)

D. Holdway noted that AVIN (Autonomous Vehicle Innovation Network) accepted our proposal and the University of Ottawa's. Four other proposals were sent back. The deadline is tomorrow for a proposal UOIT is joining with QA Consulting and IBM. No announcement has been made yet. Most proposals are being led by industry. The grant is \$5 million per year for 4 years and the opportunity to participate in other funding.

J. Freeman gave an update on the applications for the internal funding programs:

Deb Saucier Early Career Researcher – 21 applications (4 awards will be granted; up to \$25,000 each).

Research Excellence Chairs (REC) – 19 applications.

Research trainee – 4 applications.

Research Infrastructure Fund (RIF) - Three different streams:

1 - up to \$250k, 19 applications

2 - up to 440k, 8 applications

3 - up to 50k, 4 applications

\$4 million+ has been requested.

Deadlines for full applications is Friday March 2, 2018. The Research Board may be requested to be the review board for the applications.

J. Freeman noted that there has been difficulty communicating to the research community as IT removed group distribution lists and we are looking for other avenues to communicate information.

CRC Internet of Things (IOT) was successful and the person is in place (Khalid Elgazzar).

FBIT security – Tier 2 - international hire – expecting a response in April.

Health Care Simulations – Tier 1 – domestic hire – April 2018 submission of application to CRC.

Environmental Toxicology – Tier 2 – domestic hire – April 2018 submission of application to CRC.

Reallocation exercise date not yet determined. Usually happens every odd year.

One renewal: Christopher Collins, Canada Research Chair in Linguistic Information Visualization, to be submitted April 2018.

The Research Internal Review document has been completed and sent to the Provost to send to the External Committee.

4. **Business Arising**

a. Update on ORS hiring

J. Freeman noted that the Research Business Analyst position has been filled. Sanjana Pillai started in February.

An offer has been made to the Research Legal Counsel and the person is expected to start in early March.

Julia Armstrong, Grants Officer, has moved to Partnerships Officer.

Lisa Kozycz, Grants Officer, on contract is now full-time continuing.

Limited term (one year) Grants Officer to provide support behind the scenes. This position has yet to be filled.

Laura Rendl returns from maternity leave in July.

REB Policy Analyst hiring in process; hoping to have the person in place in March.

5. **New Business**

a. Contract Management and Signing Authority Policy, Procedures and Signing Authority Registry

Guests C. Elliott and L. Charpentier attended and noted that consulting with the Research Board is one step in a series of consultations on the document. C. Elliott is leading the process. There are 3 documents (draft policy, draft procedures, working document of signing authority registry).

The documents include policies and procedures that are currently in place and which have been being used. L. Charpentier noted two important gaps relating to Finance and Research. He and C. Elliott will be providing details to fill these gaps. C. Elliott noted that there's work to be done to assign dollar thresholds. L. Charpentier clarified that not all contracts are about money; there are other things such as risk and reputation.

G. Edwards thought it might be good to determine "ownership" of contracts – suggesting that this document would be "owned" by Finance. Suggestion to consider impacts on things such as time, etc. He questioned what would happen in situations of non-compliance.

D. Holdway noted that the procedure could waive legal review if necessary – in policy but not in procedure.

L. Roy noted that the register speaks about sponsored research. Any interest in breaking it into sponsored research and tri-agency sponsored research? RGAs should be a separate entity. J. Freeman noted that some agencies have assigned signing authorities dictated by the agency.

C. Davidson noted that library's needs for licensing content should be included. J. Freeman noted that there are some software licences that over which the Research Office has signing authority.

L. Roy questioned how much is new language in the policy? L. Charpentier stated that it is 30% new and the rest comes from other documents.

D. Holdway questioned who the policy holder is. L. Charpentier noted that most universities have the policy owner as the University Secretary and General Counsel.

ACTION: Send comments to V. Sharpe to send to C. Elliott and L. Charpentier.

C. Elliott and L. Charpentier left the meeting at 1:40 pm.

b. The new GRA process re: outstanding commitments – 'encumbrances'

G. Edwards noted that the GRA process is changing and finance is now able to provide viewing of encumbrances via the RTA Financial Analysts. G. Edwards is looking to consult with a few faculty members to determine that the services RTA is planning to provide will match the needs of the academic community. **ACTION:** Let G. Edwards know if you (or someone in your faculty) would like to consult with this.

c. Update on 'Roles and Responsibilities' and next steps

G. Edwards noted that a few months ago there was a consultation with numerous departments and a draft document of Roles and Responsibilities was created. **ACTION:** G. Edwards will circulate the document and requests feedback by April 2018.

B. Murphy suggested that the tone of the emails may need to be looked at as they may be received negatively.

Other Business/Faculty Exchange

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

i. Tuition for international PhD students and financing of graduate students

S. Karray reported on a story about Brock University waiving fees for international students and noted that UOIT faculty are struggling to cover funding for international students. S. Karray requested that the 10% of domestic fees could be used for international students. L. Roy noted that we do not have that 10%-15% and explained how other universities were able to do so. L. Roy noted that a UOIT working group has been formed and will consider options. The committee includes one representative from each faculty.

S. Karray noted that some graduate students are able to cover their educational costs and questions why we need to dedicate funds to them. L. Roy noted that there have been many cases where graduate students have said that they have funding to gain admission and then have proven otherwise. He noted that if the student can provide legitimate sources of funding (such as from a company) then the funds can be waived.

D. Holdway noted that it may be an issue of equity where we provide the same to each student.

6. **Next meeting** – ~~March 21, 2018, 12:30 – 2:00 in LIB 230, Library~~ (subsequently cancelled; next meeting April 24)

7. **Adjournment** – 2:05 pm.